

The Nicholas School Enrichment Fund is a donor-supported program created to assist MEM/MF/DEL students in taking advantage of extraordinary academic, career, or skills enhancement opportunities and to offset a portion of the costs. Prior to submission, students must contact the Student Enrichment Fund Committee (SEFC) by emailing [careers@nicholas.duke.edu](mailto:careers@nicholas.duke.edu) to discuss proposed activity.

### Eligibility

- Student applicant must be in good academic standing.
- Students can receive an enrichment award only once during their time of study.
- For graduating students, enrichment activity must be completed by April 23 with receipts and final report submitted by May 3.
- The enrichment activity must be a value-added opportunity that is unique to student's career, academic (including MP), or skills development and unavailable at Duke University.
- SEFC will only approve one award per group project/request.
- Applications for retroactive funding will not be approved.

### Criteria and Selection

- SEFC reviews each application before an approval/denial decision is made.
- SEFC evaluates applications on the unique, value-added contributions to the applicant's career, academic (including MP), or skills development.
- Enrichment funding will not be given for the following purposes:
  - Summer internship support
  - Academic travel courses, field trips, or tuition
  - Conference fees covered by the Nicholas School Conference Fund
- As funding is limited, all eligible individuals may not receive an award. The SEFC carefully reviews every application in accordance with the above criteria. The SEFC's decision of whether to grant an award is final.

### Application Requirements

- Applications submitted 30-60 days prior to the start date of the enrichment activity will be given priority.
- If applications are submitted less than 14 days before the start date of the enrichment activity, there is reduced likelihood of approval, due to funding constraints.
- Applications take up to 2 weeks for review and award decisions by SEFC.
- Application is available [here](https://nicholas.duke.edu/about/policies/student-enrichment-funding-policy) (<https://nicholas.duke.edu/about/policies/student-enrichment-funding-policy>).

### Required Application Materials

- Completed Student Enrichment Fund request form, including itemized budget
- Letter of Support from faculty or professional mentor

### Awardee Expectations:

- Save **original receipts** for reimbursement, after project is complete (no per diem permitted). These receipts should be submitted electronically in PDF files, along with an electronic version of the final report, to the SEFC within 2 weeks of completing the enrichment activity.
- The final report should be a minimum 200 words, up to the length of 2 pages, and must describe in detail how the award was used and the "enhancement value", relevance, and/or accomplishments of this experience in regard to your academic, career, or skills development.
- The Nicholas School Enrichment Fund is supported by donations of all sizes from alumni and friends. As an awardee, selected parts or all of your final report and application may be used in donor stewardship materials to demonstrate how support of this fund directly contributes to enriching the student experience.

If for any reason, you do not participate in the funded enrichment activity, or you do not fulfill the activity as described in your request, you will be required to return the full amount of the award to the NSOE Student Enrichment Fund.

