

GRADUATE SCHOOL DEAN'S FELLOWSHIP GUIDELINES

Updated for FY24 and Beyond

GRADUATE SCHOOL (GS) DEAN'S FELLOWSHIPS MAY BE USED AS RECRUITMENT TOOLS FOR PROSPECTIVE STUDENTS OR AS AWARDS FOR CURRENTLY ENROLLED STUDENTS.

DEAN'S FELLOWSHIPS (DF) - \$2,500 each:

- DFs are allocated to the dean of each college/school.
- DFs are intended for full-time students. A rare exception may be made for those with extenuating circumstances that prevent them from maintaining full-time status.
- DF awardees will be reported to the GS at the beginning of each fiscal year (ex. Summer 2023 for FY24).
- All funds must be distributed and awarded within the year allocated; unawarded DFs in each allocation year will remain with the Graduate School, there will be no exceptions or roll forwards to a future year.
- Multiple DFs may be awarded concurrently and/or serially to a student, distributed in multiples of \$2500, but may not be awarded in an amount smaller than \$2500 in any one year.
- DFs may be part of the base package to a student (e.g. fellowship, half fellow/half assistantship) or be used to enhance an assistantship and/or fellowship package, but may not supplant base package funding.
- DFs are to be used to create/enhance a support package, not to merely provide additional funds to students.
- Multiple DFs to one student may not be extended over a period of more than four years unless it is part of a Conversion of DF to UF award that extends to a fifth year.
- There is *no ceiling* on the number/amount of DFs offered to one student, the intention is for it to be large enough to impact recruitment or enable a student's ability to progress.
- If a DF is declined or a student withdraws, the DF(s) may be offered to another student (new or currently enrolled) in the same year. If necessary, multiple DF offers may be redistributed in \$2500 increments to more than one student; however, any unused funds will revert to the GS – no exceptions.

THE GS WILL DISTRIBUTE FUNDS DIRECTLY TO STUDENTS BASED ON THE INFORMATION PROVIDED TO THE GS WITH DOCUMENT ASSISTANCE FROM PROGRAMS FOR INTERNATIONAL FELLOWS.

CONVERSION OF DEAN'S FELLOWSHIPS TO UNIVERSITY FELLOWSHIP:

There is an application to convert \$20,000 in Dean's Fellowships (DF) into one University Fellowship (UF). One application should be filled out per student and must be approved by the Graduate School in order to qualify for the additional funding. This form can be found on the Graduate School website under Students or Faculty & Staff - Forms (Fellowship & Financial Forms) or by clicking on this link ([Conversion of Deans Fellowships to UF Form](#)).

The conversion of \$20,000 in DFs into one UF (a \$20,000 total supplement over four years or fewer) will earn an additional \$5,000, producing a UF of \$25,000. If desired, the additional \$5,000 may be used to extend the UF to five years. In order to qualify for the extra \$5,000, the \$25,000 must be *added* to at least the department's standard package of support - it cannot be used as *part* of the standard package. If the additional \$5,000 is used for a 5th year, the standard package must be extended for a 5th year and the \$5,000 added to it.

THE GRADUATE SCHOOL WILL INPUT THE APPROVED UNIVERSITY FELLOWSHIP RECIPIENTS INTO THE STUDENT AWARD SYSTEM.

TUITION AWARDS for UFs and DFs:

An approved **Conversion of DFs to UF Fellow** may be eligible for up to **10** credits of a fellowship tuition award per semester (spring and fall only). UFs must supplement a standard support package (assistantship, external fellowship, Dean's Fellowship, and/or other internal fellowship). Tuition remission credits deriving from that support package will be applied first and augmented by a fellowship tuition award up to the maximum remission indicated below:

TYPE	UF FUNDING PER YEAR	TOTAL ANNUAL CREDITS	FALL/SPRING
UF (paid in 1yr)	\$20,000	20	10 / 10
UF (paid over 2 yrs)	\$10,000	10	5 / 5
UF (paid over 4 yrs)	\$5,000	0	0 / 0

A **Dean's Fellow (DF)** may be eligible for up to **10** credits of a fellowship tuition award per semester (spring and fall only). DFs may be combined with additional Dean's Fellowships and/or other funding (assistantship, external fellowship, and/or other internal fellowship) to create the support package. Tuition remission credits deriving from other funding will be applied first. Tuition award credits for Dean's Fellowships will be provided up to the maximum remission indicated below:

DF FUNDING PER YEAR	TOTAL ANNUAL CREDITS	FALL/SPRING
\$20,000 (or more) in DFs	20	10 / 10
At least \$10,000 in DFs	10	5 / 5
\$7,500 or less in DFs	0	0 / 0

Please note that funding per year is the amount paid over the fall and spring semesters and does not include summer.

Tuition will be received only in the semester(s) in which a Dean's Fellowship is being paid.

Revised April 2023 – based on minimum fellowship stipend levels for FY24.