

“Top Up” Awards for Externally funded, full graduate fellowships: Process and procedures for the top up tuition benefit.

July 2006

Revised (April 2010)

Revised minimums (April 2012)

Revised (May 2012)

The Graduate School is pleased to announce that Provost Kim Wilcox made the following commitment beginning with Fall 2006-07: a limited number of externally-funded full graduate fellowships resulting from proposals written by graduate students and worth at least \$24,000 annually are eligible to pay tuition at the resident (in-state) rate.

Required Conditions:

These must be individual, externally-funded, full fellowships awarded to domestic or international students who have written their own proposals that are funded through a competitive process by a U.S. or international institution/agency/foundation. Training grants and other grants written by faculty do not qualify. Non-competitive or restricted processes or sources of funds do not qualify.

The fellowship award must be a minimum of \$24,000 annually (F & SP or F, SP, & SU) all from the external source.

The resident tuition rate benefit will only apply during the semesters that the student is supported by the externally-funded fellowship.

Health insurance and any additional fees are separate and not included in this program.

The faculty/department/college must provide a letter of commitment for funding the student on a graduate assistantship or fellowship after the external funds are exhausted until the student completes his or her degree.

Awards will be made until the number of slots available per academic year are filled. No fellowship funds are awarded.

Process:

By July 10 (or when awards are made), each College dean's office will send the Dean of the Graduate School the following:

- Copy of the official award letter from the external source with student name and PID. Date/interval of the award and the annual fellowship amount must be specified.
- Request for a specific semester or semesters for which the student is funded by the external fellowship and should be eligible to pay the resident tuition rate.
- Letter from the department/college (see above)

The Dean of the Graduate School will provide names of students who qualify directly to the Office of the Registrar by July 10 for the following academic year (or semester). Mid-year notifications will

also be processed promptly. Early notification decreases the number of errant and modified tuition bills!