

## Dean's Doctoral Fellowships

### Terms of Award

**(Effective: Fall 20 Application Cycle for Fall 21-22 Awards)**

This document contains the general terms of the Fellowships that apply to all programs. Please reference your award letter for other terms specific to your doctoral program.

**Continued eligibility for funding is contingent on the doctoral program and student meeting the terms of the award as outlined below.** Please review all terms carefully before confirming your acceptance of the fellowship. If you have questions, please email Kristine Latta, Director of the College Office of Graduate Affairs at [klatta@ku.edu](mailto:klatta@ku.edu).

### General Terms

Doctoral programs are required to:

- Only award the fellowship to an applicant of the highest caliber. Each program should identify in advance which of your potential recruits has a profile of sufficient strength to merit this prestigious fellowship.
- Award fellowships to current KU students (bachelor's or master's) only if the student in question is the program's top ranked applicant and the fellowship will be critical to retaining this student.
- Communicate to the Fellow in writing the expectations of their participation in this Fellowship program, as indicated below. Please use the offer letter templates provided by COGA as a starting point for the creation of your offer letter, customizing as necessary and appropriate to your program.
- Communicate to the Fellow at the start of their program and in writing:
  - Your program's mentoring plan, including expectations for student progress.
  - Your program's plan to support the development of grant-writing skills and his or her pursuit of external funding
- Regularly monitor the student's progress to degree throughout the period of the fellowship, as outlined in your proposal.
- Respond to requests from the College for periodic updates on the progress of Fellows through your program.

All Fellows are required to:

- Maintain enrollment throughout the course of study at a level sufficient to ensure timely completion and fulfill department/program and university policies.
- Adhere to the department/program's plan for the development of the Fellow's grant-writing skills.
- Submit at least one application for grant or fellowship support to an external agency. Submissions to entities within KU (e.g., Graduate Studies) and participation in the application process for a faculty grant do not count toward this requirement. The additional year of GRA funding provided by the College is contingent upon this application being submitted. Funds will not be released until the application is verified by the College (see below).

Fellows may take Leaves of Absence consistent with Graduate Studies policy.

### **Selection of Fellow**

Programs must notify the College of the outcome of fellowship offers as soon as the student has made a decision and no later than April 20.

Programs are permitted to determine one or more alternates, who may be offered the fellowship in the event the first candidate declines the offer of admission. In all cases these alternates should meet the high standards required of the Dean's Doctoral Fellowship program.

In the event that the program has no suitable candidate, please notify the College as soon as possible to let us know that you will not award the Fellowship in the current year. The award may be rolled over to the next year, but this may only be done once. No subsequent rollovers are permitted.

### **Fellowship Appointments**

Dean's Fellow's receive a stipend of \$27,500 plus resident rate tuition and required fees for up to five years of doctoral study. Funds for one of these years (stipend, tuition, and fees) will be transferred from the College to the program to fund a 9-month, .50 GRA appointment. Programs may elect to award this GRA at any time during the Fellow's first, second, or third year of study. Three additional years of study (stipend, tuition, and fees) must be funded by the department/program. Stipends must be at the same level of support during these three years. Appointments may be either GRA or GTA but must be .50 time for 9 months.

Dean's Fellows are eligible for a second year of College-funded GRA (for a total of 5 years of funding) upon submission of an application for an external grant or fellowship.

- Fellows whose applications for external support are not successful will receive the 2<sup>nd</sup> year of College-funded GRA.
- Fellows whose applications for external funding are successful may:
  1. Accept the fellowship/grant and defer the GRA for another year.
  2. Accept the GRA and the fellowship/grant for the same year, when allowed by the granting agency. In no case may the total combined award exceed \$37,000.
  3. Accept the grant and request that funds for the GRA be used to cover any gap between grant amount and DDF stipend, with the remainder converted into travel/research funding support for future summers/years (up to the previously established maximum award limit).

To access these contingent funds, departments must first verify details of the student's external grant submission. Please contact Nicole Reiz [nreiz@ku.edu](mailto:nreiz@ku.edu) in COGA, who will facilitate this process.

Regardless of any external grant received, the doctoral program must still honor its commitment to provide three years of support, assuming good academic progress on the part of the student.

With the exception of international student services and health insurance fees, the fellowship award covers all student fees not already covered by the University (e.g., as part of a GTA appointment or GRA appointment utilizing TAP funds).

For students who have not yet completed the Comprehensive Exams, up to 12 credit hours will be covered for Fall and Spring semesters. For students who have completed Comprehensive Exams, up to 6 credit hours in the Fall and Spring will be covered, depending upon University enrollment requirements.

Tuition support for pre-comprehensive exam students' Fall and Spring enrollments in excess of 12 hours and Summer term enrollments is at the discretion of the program. It should be provided if such enrollments are typical of doctoral students in the program and necessary to timely completion. Programs are required to cover such enrollments from program funding sources unless other arrangements have been made with the College in advance.

Once the student has completed the comprehensive exam, the minimum number of hours required by Graduate Studies for post-comprehensive enrollment will be covered.