

MEMORANDUM

TO: Deans; Associate Deans; Members, GRAB; Graduate Advisors; Chairs, Graduate Studies Committees; Fellowship Contact Personnel, Graduate School Staff

FROM: Philip Cohen, Dean, Graduate School

RE: REVISED Fellowship Program, AY 05-06

DATE: April 14, 2005

I am delighted to announce an increase of funding for new fellows in the Graduate School's doctoral fellowship programs. In AY 05-06, we will replace our Hermanns Doctoral Fellowship and Liberal Arts Doctoral Fellowship Programs with a Graduate Dean Doctoral Fellowship for all new doctoral fellowship recipients. A Graduate Dean Doctoral Fellowship will offer a student new to a doctoral program \$2,000 per year for up to 4 years for a total of \$8,000. Current holders of Hermanns Doctoral Fellowships and Special Doctoral Fellowships, however, will continue to receive their fellowships according to the original terms of these programs. Doctoral fellowship allocations for AY 05-06 will remain unchanged. **The Graduate School will be sending each college or department a report that indicates which new 05-06 Hermanns and Special Doctoral Fellows have been converted to Graduate Dean Doctoral Fellows.** I strongly urge you to contact these doctoral admits who have already been awarded a new doctoral fellowship for the upcoming year and tell them about the changes in their fellowship award. In an effort to strengthen the Graduate Student Senate, we are also requiring Graduate School fellowship recipients, if asked, to serve as GSS representatives or officers. Please review the rest of the memo for a more detailed discussion of Graduate School Fellowships in AY 05-06.

The function of the Graduate Dean Doctoral and Graduate Dean Master's Fellowship programs is to help recruit graduate students new to UTA doctoral and master's programs in Fall 2005. I will give each College or School an allocation of Graduate Dean Master's and Graduate Dean Doctoral Fellowships. How a college or school divides up that allocation among its graduate programs is up to the unit so long as you do not mix Master's and Doctoral fellowships. Units are encouraged to set aside part of this allocation for their support of the McNair Graduate Assistance Package (M-GAP) for Fall 2005. Procedures for unit pledges for the M-GAP will be outlined in a separate memo. How a college or school re-allocates its unused allocation among its graduate programs is also up to the unit. Graduate Dean Master's Fellowships will be for \$1,000 per year for 2 years for a total of \$2,000. Graduate Dean Doctoral Fellowships will be for \$2,000 per year for up to 4 years for a total of \$8,000. We pay \$500 a semester for master's fellowships and \$1000 a semester for doctoral fellowships. The deadline for making offers or substitutions is the end of the first week of classes of

Fall 2005. The Graduate School will fund fellowships throughout the award period. Please note that we cannot fund any fellowships over the allocation made to a college or school. Any new allocation of fellowships not awarded and any fellowships vacated during the course of the year will revert back to the Graduate School. All Graduate School fellowships must be competitively reviewed and awarded by a college or school scholarship committee, and the nominations must come to us in the Graduate School on our attached nomination form

Each college or school should appoint one person, perhaps the Chair of the unit's scholarship committee, to be the primary fellowship contact with the Graduate School. Each college or school should notify us who its contact person is. Each school or college's fellowship contact person should keep track of fellowship offers, acceptances, rejections, and withdrawals. When making fellowship offers to applicants, graduate programs or the college or school fellowship contact person should notify the applicant in writing that the offer will be withdrawn and recycled after a certain date if the applicant does not formally accept the offer in writing by a specified date. The fellowship contact person will also be responsible for clearly marking on each fellowship nomination form whether the fellowship is a new offer or a recycled offer and for letting Lanie Gordon in the Graduate School know when a specific fellowship offer has been withdrawn. This will enable us to keep up with the allocation count. Without such records, a graduate program will not be able to offer an already offered fellowship to another candidate. Lanie Gordon will also be responsible for notifying Janet Wehner, Assistant Director of Admissions, of fellowship offers being made to international applicants. The fellowship contact person is also responsible for completing the Graduate School's fellowship renewal worksheet for your unit and returning it to Lanie Gordon.

To comply with HB 1641, our Graduate School fellowship program criteria are decoupled from our Graduate School requirement of unconditional admission with its GRE cutoff of 1000. The bold text below contains the minimum Graduate School fellowship requirements.

Here are the criteria for Graduate Dean Doctoral and Graduate Dean Master's Fellowships:

1) Candidates must be new students to UTA master's and doctoral programs in Fall 05, must have a GPA of 3.0 in their last 60 undergraduate credit hours plus any graduate credit hours of 3.0, and must be enrolled in a minimum of 6 hours in courses related to their programs of work in both long semesters to retain their fellowships. A graduate program may request permission to award a Graduate Dean Doctoral Fellowship to a doctoral applicant who has an undergraduate GPA below 3.0 but has a Masters degree or 30 hours of Master's coursework with a graduate GPA of 3.0 or better.

Please counsel your students to remain in these courses. Graduate programs or selection committees may add additional fellowship requirements as long as these additional requirements are compliant with Texas HB 1641. That is, a standardized test such the GRE or the GMAT may not be used in the competitive fellowship process for a graduate or professional program as the sole criterion for consideration or as the primary criterion to end consideration of the applicant. Additionally, institutions may not assign a specific weight to any one factor being considered in the competitive fellowship process. A graduate program must also publish these additional requirements. Please send

these additional fellowship requirements to the Dean of the Graduate School by memo. I will need the memos for my archives.

- 2) Fellowships cannot be offered with start dates of Summer 05 because that will affect the ability of a student to receive in-state tuition for all of AY 05-06.
- 3) To have a fellowship renewed in subsequent years, a student must have a 3.0 GPA, cannot be on academic probation, and must continue to be enrolled in a minimum of 6 hours during both long semesters.
- 4) Fellowships are non-transferable. If a student changes his major, the fellowship will not follow him or her into the new graduate program.
- 5) Having a Graduate Dean Master's or Graduate Dean Doctoral Fellowship does not preclude a student from winning other forms of financial support such as graduate teaching or research assistantships or other fellowships.
- 6) If asked, recipients of Graduate School fellowships must agree to serve as Graduate Student Senate representatives or officers.

Copies of our Graduate Dean Master's and Graduate Dean Doctoral Fellowship fliers for use in publicizing these programs and our nomination form are attached to this memo.

Attachments