

Graduate Student Fellowships

**Requirements, Criteria, Nomination, and Evaluation Process
The Graduate School and the Office of Research and Innovation
Spring 2010 for AY 10/11**

NOMINATION DUE DATE: February 1, 2010

Overview: Based on the University of Colorado at Colorado Springs Policy 900-003, “Distribution of Indirect Cost Returns (ICR) from Externally Sponsored Programs”, ICR money is distributed to the (a) Principal Investigators and their academic units, (b) Vice Chancellor for Administration and Finance office, (c) Provost office, and (d) Kraemer Family Library. As the campus becomes more successful in securing extramural funding, the money pool for Graduate Student Fellowships should proportionally increase.

Of the monies that come to the Provost, approximately \$40,000 annually is set aside for these Graduate Fellowships, which are intended to support the campus research. One way to use this money is to support outstanding graduate students to work with researchers experientially, engaging in research and scholarly work.

The intent of the Graduate Student Fellowships is to encourage research between students and faculty mentors.

Fellowships are merit-based awards that contribute to the university research mission.

Graduate Student Requirements: Fully admitted graduate students who are on-campus, and engaged in full-time (5 or more credits/semester) or part-time (4 to 1 credits/semester) study are eligible for the fellowships. If the graduate student fails to meet the credit/semester requirement, the fellowship is forfeited.

Preferences: Since the money generated from extramural sponsored programs ICR provides the Graduate Student Fellowships, there is a selection preference for graduate students who, in the course of their study, perform research or scholarly work.

Process:

1. The nomination process is **initiated by graduate program director**; graduate students do not “apply” for the fellowships similar to other financial aid.
2. Awards are made for one year, and they will be split between fall and spring semesters. Fellowships are awarded after the student registers for the respective semester.
3. Students will provide letters of progress/issues to the Graduate School Dean at end of fall and spring semesters.
4. Nomination package should include
 - a. The nomination letter from the Graduate Program Director
 - b. Letters of support: At least one supporting letter from faculty is required. If the graduate student is being nominated for the \$12,000 award, one letter of support must be from the faculty who will mentor the student. Included in the mentor’s letter is how the faculty will include the graduate student in the mentor’s research and where extramural funding will be sought to support the graduate student in the future.
 - c. A letter from the nominee briefly outlining a research idea and how the award will be used to achieve the proposed research and scholarly work.
 - d. Grad Application (Part 1), plus copy of transcripts (e.g., from grad application material)
5. Nominations should be received in the Graduate School by **February 1, 2010**

Criteria:

1. The graduate student’s record and potential must reflect outstanding academic quality.
2. Awards should:

- a. Focus on recruiting an outstanding new student (e.g., recruit the student to attend UCCS)
- b. Demonstrate a connection between a faculty member who is willing to have a research/scholarly interaction with the graduate student, which (hopefully) leads to a research/creative product (e.g., publication, proposals, scholarly paper, art showing).

Evaluations: *Evaluations will be done by a sub-committee of the Graduate Executive Committee who hold “Regular Graduate Faculty Appointments”*. Nomination will be scored by GEC subcommittee members. Each nomination will be rated from 1 to 5, with the 5 equal to the best possible score.

1. Quality of past academic record (e.g., GPA, GRE).
2. Quality/strength of previously attended programs.
3. Strength of letters of recommendation from department/program director.
4. Strength of other letters of support. Letters of support should be from those who are able to comment on the graduate student’s academic qualifications. Letters from neighbors are discouraged.
5. Likelihood of award attracting a new student into the graduate program
6. Evidence of a commitment of a faculty member/advisor to have a research/creative interaction with the student.
7. Quality of the student’s statement of purpose, and goals in graduate school.
8. Other factors that may influence success in graduate school.

Types of Awards

There are three types of awards for the Graduate Student Fellowship; *one larger award* for full-time graduate students, and *two other types of smaller awards* for full and part-time graduate students. The specific awards include:

- Two \$12,000 awards are planned. These awards will specifically target and engage two full-time graduate students with research mentors. Mentors will not only demonstrate their support for the graduate student’s education in their letters of support but they will agree to seek extramural funding for the remainder of the student’s education within the first year of the fellowship award. Nominee may be current or newly admitted graduate students.
- Two other fellowships are planned. One is for graduate students who are full-time and the other is for part-time students. The specific number of these awards is determined by the amount of money in the ICR pool. The GEC Graduate Fellowship committee will determine the number of full and part-time awards based on the nominee pool and the total funds available. The awards funding schedule below is approximate.
 - Full-time awards funded at \$5,000 (approximately 6-8)
 - Part-time awards funded at \$1,000 (approximately 2-3).

Submission of Nominations:

One original copy of the nomination is required to be submitted to Steph Romero in the Graduate School. Additionally, the nomination should be submitted electronically to steph@eas.uccs.edu. All elements of the nomination should be submitted by 4 PM on February 1, 2010. Any questions related to the nomination should be directed to Jenenne Nelson at jnelson@uccs.edu