GRADUATE STUDIES DISSERATION FELLOWSHIP

Policies and Procedures
2013

PRIORITY DEADLINE TO SUBMIT: THURSDAY, FEBRUARY 28, 2013

Purpose

The purpose of the Graduate Studies Dissertation Fellowship is to assist outstanding doctoral students with their doctoral research. Programs should nominate only their very best doctoral students - those who demonstrate the greatest academic potential and whose research and writing is of the highest caliber.

Award

The maximum award amount that can be requested is $2,500 per student, applied to spring quarter. This Fellowship award can be combined with other types of aid including GTA or GRA appointments in order to support students who are in the research and writing phase of the dissertation, but should not reduce or replace existing aid. The Fellowship may be applied towards tuition or, if no tuition or fees are owed by the student, the remaining amount of the Fellowship may be issued as a refund check to the student through the Bursar’s office to be used for research expenses.

Eligibility

1) This Fellowship is merit-based.

2) Doctoral students must:
   a. possess high GPAs for all previous work,
   b. have passed their comprehensive exams with honors (distinction),
   c. have an approved dissertation proposal: a copy of the proposal abstract, maximum of 1 page, must be submitted with the nomination form, and
   d. have a strong letter of support from the faculty advisor detailing why the student’s work is remarkable.

3) Doctoral students may be domestic or international.

4) Fellowships are granted to a student only one time, for the spring term only, and are non-renewable.

5) Students must be enrolled at the University of Denver during spring quarter (Continuous Enrollment is allowed). If the student does not enroll for the quarter, the Fellowship award will be withdrawn.

Process

1) The faculty advisor/dissertation committee chair submits a nomination form and supporting letter for each student they are recommending to the Associate Provost for Graduate Studies. The letter must outline what the dissertation is about, describe the quality of the student’s research and how this student’s work will make significant contributions to the field and the academic community.
2) Since awards will be made to excellent nominees as soon as they are received and approved, early nominations are encouraged.

3) The Associate Provost approves or denies the award and the Office of Graduate Studies notifies the nominating faculty member and the department.

4) After the department notifies the student of the award, the student must log in to WebCentral and go into their financial aid account to accept the award.

5) The Fellowship awards will then be dispersed through the Office of Financial Aid.