

University-Administered Graduate Student Fellowships and Traineeships

Responsible University Officer(s):

- Executive Vice President and Provost

Policy Owner(s):

- Vice Provost and Dean of Graduate Education

Policy contact(s):

- Toni Abts

Date Revised:

Jun 21, 2017

Effective Date:

Jul 16, 2012

Policy Statement

University-administered fellowships or traineeships are ones for which the funds are administered by the University to the student, regardless of the funding source. Graduate student fellowships and traineeships are awarded on the basis of academic merit and provide actively enrolled students with the opportunity to pursue study, training and research. Fellowships carry no service obligations. Traineeships may carry service obligations.

I. Eligibility and Selection for Graduate Student Fellowships and Traineeships

1. Students who are admitted to a University of Minnesota graduate program are eligible to hold a University-administered fellowship or traineeship if they are

registered for at least the minimum number of credits required by the fellowship or traineeship for a particular term.

2. Recipients of graduate student fellowships and traineeships must meet registration requirements and other terms and conditions of their award for the duration of their fellowship or traineeship.
3. All students who apply for and meet the eligibility criteria for a fellowship or traineeship must be considered for the fellowship or traineeship in accordance with established review and selection processes and criteria.
4. University colleges and departments, or other University units as appropriate, must publicize the fellowships and traineeships the unit offers, including the eligibility and selection criteria. [These materials should be provided in multiple accessible formats as requested by the student.](#)

II. Fellowship and Traineeship Stipends and Benefits

1. Ranges for graduate fellowship and traineeship stipends are established each fiscal year by the awarding collegiate unit, department, academic program, and/or external agency. These ranges must follow the rules and guidelines set by the sponsoring entity.
2. The awarding collegiate unit, department, academic program, and/or external agency stipulates the benefits. These benefits must follow the rules and guidelines set by the sponsoring entity.
3. Students who hold University-administered fellowships or traineeships that provide a stipend that is equivalent to at least a 25% graduate assistantship are eligible for resident tuition rates.
4. Students who hold University-administered fellowships or traineeships for at least two academic semesters are eligible for the extended benefit of resident tuition rates once their fellowship or traineeship ends. They may receive this benefit for no more than the number of semesters for which they held their fellowship or traineeship, up to a maximum of four semesters. This benefit will not extend beyond three years from the termination of the qualifying fellowship or traineeship. Members of the student's immediate family may also be eligible for resident tuition rates.
5. Fellows and trainees are responsible for payment of charges not covered by the fellowship or traineeship (e.g., [lab, late registration, or student services fees](#)~~lab, installment, or late registration fees~~).

6. Fellows or trainees who leave their graduate program before the end of a semester in which they hold a fellowship or traineeship may be required to re-pay all or a portion of the stipend for that term.
7. Fellowships and traineeships may be supplemented by other University-administered support (e.g., a graduate assistantship) unless restricted by the terms of the fellowship or traineeship. The level of supplementation may vary according to the terms of the fellowship or traineeship.

Exceptions

This policy does not apply to the J.D., M.D., Pharm.D., D.V.M., D.D.S, L.L.M. and M.B.A. (Twin Cities) degrees.

Reason for Policy

This policy incorporates equity and fairness standards in the selection of recipients for University-administered fellowships and traineeships. This policy also aids the University in recruiting high-quality graduate students.

Procedures

There are no procedures associated with this policy.

Forms/Instructions

There are no forms associated with this policy.

Appendices

There are no appendices associated with this policy.

Frequently Asked Questions

- *FAQ: University-Administered Graduate Student Fellowships and Traineeships*

Contacts

Subject	Contact	Phone	Email
Primary Contact	Toni Abts	612-625-7579	twheeler@umn.edu
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Definitions

Graduate Fellowship

A merit-based stipend award that an individual student wins competitively. The student applies (or is nominated) directly to the funding source.

Graduate Traineeship

Is awarded competitively to a group of faculty members in a particular disciplinary or interdisciplinary area, the discipline having been specified in advance by the funding agency. The University faculty group awarded the training grant identifies the recipients from among its students interested in studying in the targeted field.

University-Administered Graduate Fellowship or Traineeship

University-administered fellowships or traineeships are ones for which the funds are administered by the University to the student, regardless of the funding source. Funding sources for University-administered graduate fellowships may be national (e.g., the National Science Foundation Fellowship), the University or Graduate School (e.g., the Graduate School Doctoral Dissertation Fellowship) or from programs and departments (e.g., fellowships from department funds.)

Service

Work performed that is typically recognized by payment of a salary.

Stipend

A fixed sum of money primarily paid to cover living costs and educational expenses while the recipient is enrolled in an educational program.

Salary

A wage paid for work performed.

Immediate Family (for the purpose of qualifying for *resident tuition rate*)

Spouse, children, or legal ward living in the household.

Responsibilities

Graduate School Fellowships Office

- Publicize the fellowships the Graduate School offers.
- Clearly stipulate the benefits provided by each fellowship offered by the Graduate School.
- Fairly consider all students who apply and meet the eligibility criteria for a fellowship or traineeship.

Colleges

- Publicize the fellowships the college offers.
- Clearly stipulate the benefits provided by each fellowship offered by the college.
- Fairly consider all students who apply and meet the eligibility criteria for a fellowship or traineeship.

Programs/Departments

- Publicize the fellowships the program offers.
- Clearly stipulate the benefits provided by each fellowship offered by the program.

- Fairly consider all students who apply and meet the eligibility criteria for a fellowship or traineeship.

Students

- Meet all requirements, terms and conditions associated with their award.

Related Information

- Board of Regents Policy: *Tuition and Fees*
- Administrative Policy: *Leave of Absence and Reinstatement from a Leave: Graduate Students*
- Administrative Appendix: *Resident Tuition Rate*

History

Amended:

June 2017 - Comprehensive Review, Minor Revision. Clarifies language in the following areas: a. eligibility for University-administered graduate student fellowships and traineeships and the need for publication of the eligibility and selection criteria; b. when a student holding a University-administered fellowship or traineeship is eligible for resident tuition rates; and c. level of supplementation allowed when a student holds a University-administered fellowship or traineeship.

Effective:

July 2012 - New Policy, Comprehensive Review - 1. Establishes standards that apply to all University-Administered fellowships and traineeships. 2. Distinguishes fellowships and

traineeships from salaried graduate student employment. 3. Requires fair and transparent selection process for awards. 4. Extends applicability of policy requirements to all programs, including that not formerly under the aegis of the Graduate School.