

## **A&S Guidelines for Graduate Scholarships**

### **FY'15 - Effective for 14US, 14FS, and 15SS**

Effective Summer Semester 2013, the Graduate School changed the methodology for awarding and managing tuition scholarships for graduate students. The UGS is gone. The Graduate School created two new scholarships for graduate students:

**GAS** --Graduate Assistant Scholarship

**GIA** -- Graduate Incentive Award

These new General Funds graduate scholarships cover the instructional fee, non-resident fee (if needed), the General Fee, and the Campus Life Fee. These scholarships do not cover the ITIE fee.

**NEW in FY'15:** The GIA (Graduate *Incentive* Award) scholarship is awarded for up to 90% of the eligible fees or for lesser coverage. The portion of tuition that is not covered by the GIA must be paid by the fellowship, internship, departmental funds, or the student. For students with stipends, the 10% portion should not adversely affect the student's total compensation (the net of stipend & scholarship) when compared to the compensation of the department's graduate assistants. Exceptions to the 10% co-pay will need approval of the A&S Associate Dean for Graduate Studies and Research. Full-time or part-time registration can be covered if the student is meeting the requirements of the academic program and financial awards. [FY'15 Tuition Rate Chart](#)

Detailed information about the University-funded graduate scholarships is provided below. In general, the GAS is awarded to any student funded with a graduate assistantship as pay for work, regardless of the source of funds, processed through UC PAYROLL. The GIA will be awarded to students funded by other methods, including fellowships and internships, processed through UC's Student Accounts, UniverSIS or paid outside of UC by other entities. The GIA will also fund the partial scholarships for students with small or no stipends, such as Master's students in 4+1 programs.

REMEMBER: Students that exceed the 174/140 semester graduate credit limit, are ineligible for GA Allocation GA stipends and GAS/GIA scholarships. [UC's Graduate Handbook](#) , p. 29

Departments are expected to encourage domestic, out-of-state students, when they approach being self-supporting within the state for one year, to apply for Ohio residency. This will allow the scholarship budgets to serve more students.

**The Graduate Assistant Scholarship (GAS)** is available to graduate assistants. The budget for these scholarships is in a central UC pool, not assigned to the college. The intent is to allow for colleges and departments to admit the best students without considering the higher cost of non-residency to a scholarship budget.

From the Graduate School, the minimum qualifications to award a GAS are:

- Graduate Assistant title
- paid through UC payroll
- 25% FTE, ~10 hr/wk work required
- \$298.50/biweekly

- 7.5 biweeklies/semester

A&S' expectations for the awarding of graduate assistantships from the GA budget (and therefore the expectations for the GAS) are listed below.

- GAs are 50% FTE, working up to 20 hr/wk, earning at least the minimum stipend of \$597/biweekly set by the graduate school, consistent with the standard pay rates of the department. Appointment of GAs for less than 50% FTE requires approval from the A&S Associate Dean for Graduate Studies and Research.
- A&S sets a payment schedule of 9 biweeklies for each of fall and spring semesters (9-9) and, for those GAs that are paid year-round 8 biweeklies for summer semester (9-9-8). [A&S GA Pay Calculator FY'15](#) [A&S GA Standard Pay Schedules](#) Deviations from the standard pay schedule requires approval of the A&S Associate Dean for Graduate Studies and Research.

Registration requirements for the GAS:

- Full-time registration
  - a minimum of 12G if UDean-funded GA
  - a minimum of 10G if dept-funded GA (non-UDean-funded)
- A part-time registration and a proportional GAS may be requested once the student has completed all course and credit requirements of the degree program and if the GA is paid a dept-funded (non-UDean-funded) stipend. Part-time registration and GAS requires approval from the A&S Associate Dean for Graduate Study and Research.  
Typical part-time registrations are:
  - 1G to maintain matriculation, access to UC resources and Student Health Insurance
  - 5G (half-time registration for a graduate student) to defer repayment of student loans (student should confirm requirement with his/her lenders) and/or maintain OPERS exemption as a registered student on UC payroll
  - Various registration requirements that should be considered by graduate students when deciding on a part-time registration are collected for reference: [Various Registration Requirements](#).

**The Graduate Incentive Award (GIA)** is a University-funded graduate scholarship for those students who do not meet the qualifications for the Graduate Assistant Scholarship (GAS). A&S has a fixed GIA budget. This budget will not inflate when tuition is increased. A&S will need to remain within the budget while maximizing the use of what budget is available. The GIA must be used to leverage revenue from graduate enrollment with tuition payments. A&S supports our fellows and interns with the GIA scholarship. To generate revenue, the scholarships can be for amounts up to 90% of eligible tuition and fees, generating at least 10% in tuition revenue. GIA scholarships to students with small stipends or no stipends will need to generate more substantial tuition revenue.

A&S' expectations for the awarding of Graduate Incentive Awards (GIA) scholarships are listed below. Students with significant non-GA stipend support are eligible for GIA:

- A student receiving a 90% GIA scholarship award will have a fellowship or traineeship of similar value to a 50% FTE GA, processed in UC, Student Accounts/UniverSIS
- Interns, placements and fellows, being paid by entities outside of UC, must be approved for GIA scholarship by the A&S Associate Dean for Graduate Studies and Research. The primary purpose of these placements or awards is to meet degree requirements and/or provide needed academic, research, or professional experience.

Partially-funded and unfunded students:

- Students receiving partial stipend support may qualify for a partial GIA scholarship. Generally, the scholarship award is proportional to the partial stipend. Departments have standard rates of

pay, most are above the Graduate School's minimum rates. The departmental standards are the basis for determining full and partial awards. Partial scholarship awards need prior approval from the A&S Associate Dean for Graduate Studies and Research.

- 4+1 students will receive 2 semesters of 25% GIA scholarship for full-time study following the semester that the BA/BS is conferred. They must meet A&S College Guidelines for 4+1 Program, forthcoming in 14SS.
- Other awards of GIA scholarships will be considered on a case-by-case basis to be approved by the A&S Associate Dean for Graduate Studies and Research.

Registration requirements for the GIA:

- full-time registered for a minimum of 10G (12G required if any UDean-funding is involved)
- a part-time registration and reduced GIA scholarship may be requested once all course and credit requirements of the degree program are complete

The typical part-time registrations are:

- 1G to maintain matriculation, access to UC resources, Student Health Insurance
- 5G (half-time registration for a graduate student) to defer repayment of student loans (student should verify requirements with her/his lender) and/or maintain OPERS exemption as a registered student on UC payroll
- Various registration requirements that should be considered by graduate students when deciding on a part-time registration are collected for reference: [Various Registration Requirements](#).
- Departments can work with their advanced students to minimize registration and the scholarships while considering individual needs. These individual situations need approval from the A&S Associate Dean for Graduate Studies and Research.

If you have questions, please contact the Tara Smith, Associate Dean for Graduate Studies ([Tara.Smith@uc.edu](mailto:Tara.Smith@uc.edu) , 6-5896) or Barb Huels, Associate Director, Business Affairs ([Barbara.Huels@uc.edu](mailto:Barbara.Huels@uc.edu) , 6-5845), McMicken College of Arts and Sciences.