November 3, 2015

MEMORANDUM

TO: Department Chairs/School Directors
    Coordinators/Directors of Graduate Studies

FROM: Bradley G. Bond
       Dean of the Graduate School

SUBJECT: CALL FOR NOMINATIONS – UNIVERSITY FELLOWSHIPS
         Due in Graduate School no later than Wednesday, February 10, 2016

I am pleased to invite nominations for University Fellowships for the 2016-2017 academic year. These fellowships are intended to provide support to expedite the progress of superior students toward their graduate degrees.

University Fellows will receive a stipend and a partial tuition waiver. The tuition waiver would cover $357 per credit hour up to a maximum of 9 credit hours in which they are enrolled in but does not cover the costs of international courses. The tuition waiver would be for up to 9 credit hours in the Fall and Spring semesters and up to 6 credit hours in the Summer semester. With the consent of the student’s major department, a fellowship recipient may hold a half-time (10 hr/wk) graduate assistantship concurrently with the fellowship.

The University Fellowship Committee will meet in late February to select the fellowship recipients.

Eligibility. Nominees must be unconditionally admitted to the Graduate School. If the nominee is not admitted at the time of nomination, admission must be achieved no later than June 1, 2015. Fellowships are available to students in any master’s or “sixth-year” program who are pursuing their first graduate degree, but not to Ph.D. or Ed.D. students; Au.D. and D.P.T. students are eligible. As the expectation is that the student should enroll full-time (9 hours per semester) during the fellowship year, the student should have at least 18 semester hours remaining to complete the degree program at the start of the fellowship year.

A student may receive a University Fellowship for no more than one year.
Nomination process. Students interested in receiving a fellowship must apply to the department. I enclose a copy of the application form and an informational poster; feel free to photocopy either as needed. You may set whatever internal departmental deadline you wish for students to submit their applications to the department, bearing in mind the February 10, 2016 deadline for your submission of departmental nominations to the Graduate School.

Candidates for fellowships are then nominated by department chairs or their designees (e.g., graduate directors). For each nominee, a letter of nomination that documents the academic excellence and actual or potential success in graduate study of the nominee must be submitted by the department. In addition, it is helpful if a short c.v. for the nominee is provided, highlighting pertinent academic accomplishments (e.g., publications, presentations, shows, etc.), particularly if these will not be apparent from the student’s Graduate School file or fellowship application form. Additional letters of support are optional; however, please be aware that strong letters of support from faculty tend to be given considerable weight in the fellowship committee’s consideration.

Each department may nominate up to three students. If a department nominates more than one individual, the nominees must be ranked, and an explanation of the ranking provided. The committee will normally honor the department ranking, but is not obligated to do so.

I look forward to receiving your nominations. Should you have questions, feel free to contact me.

CC: Dr. Jerry Blazey, Interim VP for Research and Innovation Partnerships
    Bonni Feltz, Office of Recruitment and Student Support Services

Enc.
Northern Illinois University
The Graduate School
University Fellowship
APPLICATION FORM – 2016-2017

Departmental nominations must be submitted to the Graduate School no later than Wednesday, February 10, 2016. Students should submit this form to your department chair, NOT to the Graduate School.

To the student: Students in all graduate programs except doctoral programs are eligible, provided they are pursuing their first graduate degree. Fill out this section and submit this form to your department chair. You must be in good academic standing in order to be considered for a fellowship. Be sure to contact your department for the date by which you must submit this application to the department.

Name ___________________________________________ Student ID# ____________________

Address: _______________________________________________________________________

Department: _______________________________

NIU graduate program: ______________ Term/year begun: ____________________________

Educational History (please list in reverse chronological order; include NIU):

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<th>Institution</th>
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Significant academic/professional accomplishments (awards, publications, etc.):

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To the department: Each nomination must be accompanied by a letter of support from the department chair or graduate director; additional letters would be helpful to the selection committee.

Endorsed by: ___________________________ Rank: ________ of ________

(Chair or graduate director) (if department is forwarding more than one nomination)

For Graduate School use only:

Undergraduate GPA: ______________ NIU graduate GPA: __________________

GRE: V(%) _____ Q(%) _____ A(%) _____ or GMAT V(%) _____ Q(%) _____ W(%) _____
GRADUATE STUDENTS –

FELLOWSHIPS AVAILABLE!

University Fellowship 2016-2017

ABOUT THE FELLOWSHIPS

Departmental nominations are now being sought for University Fellowships for the 2016-2017 academic year. These fellowships, administered by the Graduate School, are intended to provide support to expedite the progress of superior students toward their (nondothoral) graduate degrees.

Budget allowing, there will be six awards, each carrying a stipend of $9,000, plus a partial tuition waiver. The tuition waiver would cover $357 per credit hour up to a maximum of 9 credit hours in which they are enrolled in but does not cover the costs of international courses. The tuition waiver would be for up to 9 credit hours in the Fall and Spring semesters and up to 6 credit hours in the Summer semester. With the consent of the student’s major department, a fellowship recipient may hold a half-time (10 hr/wk) graduate assistantship concurrently with the fellowship.

The University Fellowship Committee will meet in February to select the fellowship recipients.

ELIGIBILITY

Nominees must be unconditionally admitted to the Graduate School. If the nominee is not admitted at the time of nomination, admission must be achieved no later than June 1, 2016. These awards are available to students in any master’s or “sixth-year” (Ed.S., M.F.A., or Performer’s Certificate) program who are pursuing their first graduate degree, but not to Ph.D. or Ed.D. students; Au.D. and D.P.T. students are eligible. Fellowship recipients are expected to enroll full-time (9 hours per semester) during the fellowship year.

A student may receive a University Fellowship for no more than one year.

APPLICATION/NOMINATION PROCESS

The first step is a student application to the department. Copies of the application form have been distributed to departments; additional copies may be obtained from the Graduate School (Office of Recruitment and Student Support Services; contact information below) or downloaded from the Web (http://grad.niu.edu/grad/funding/fellowships.shtml). Departments must review student applications and select their nominations to meet a Graduate School deadline of February 10, 2016. Therefore, departments must set an earlier deadline for student applications to be submitted to the chair, graduate coordinator, or graduate committee. Be sure to contact your department office for any such department deadline you must meet. Each department may then forward to the Graduate School nominations for up to three students.

Questions?

Contact Bonni Feltz (753-9654, or bfeltz@niu.edu), Graduate School Recruitment and Student Support Services Offices.