

## APPENDIX C

### GRADUATE TUITION FELLOWSHIP

*Approved by COP Faculty, Aug 5, 2016*

*Minor changes, July 2017; May 2018*

The Graduate Tuition Fellowship (GTF) is awarded by the College of Pharmacy with funds allocated from the University to pay all tuition and fees for eligible PhD students (but not Master's students). The University limits GTF funding, and it is possible that not all students will be funded for all of their courses. The following are requirements and limits that pertain to this funding:

1. A PhD student must have a 3.00 grade point average (GPA) and be enrolled full-time (9 hours in a long semester). The student will pay tuition for any courses taken beyond the 9 semester credit hours (SCH) limit.
2. If the GPA falls below 3.00 at any time, GTF will be revoked immediately, and not restored until the GPA is again  $\geq 3.00$ . If the GPA is very close to but still below 3.00, the university can be petitioned if there are extenuating circumstances and a plan to raise the GPA is outlined.
3. In addition to maintaining the 3.00 GPA, continuing students must show satisfactory progress in the degree program. Satisfactory academic progress includes the successful completion of the program deadlines for taking the qualifying exam, selection of a mentor and appointment of a dissertation committee. Undue delays in meeting these requirements will result in the loss of GTF.
4. Students may hold the fellowship for no more than 10 long semesters, and the following summer or fall (but no more than 3 SCH beyond the 10 long semesters).
5. PhD students with GTF must not be additionally employed off-campus, except when classes are either not in session or when the student is not enrolled in classes (i.e. between fall and spring semesters). Exceptions can be made by appeal to the Asst. Dean for Graduate Programs. Violation of this provision will result in withdrawal of the funding during the semester in which the violation occurs.
6. Graduate Research Assistants are guaranteed GTF, as long as they meet the GPA requirement and are making adequate academic progress.
7. GTF will pay only the current COP PhD tuition rate per SCH in the fall and spring semesters even if the course is taken at another institution. For a summer course (when permitted) the student should consult the Assistant/Associate Dean for Graduate Program.

8. Unexpected student dynamics may cause the GTF allocation to be insufficient. The amount of the GTF funding will be known by spring of each year. The college Graduate Studies Committee (GSC) in conjunction with the Department Chairs and the program Graduate Education Chairs will determine if some teaching assistants (TAs) or instructional assistants (IAs) should have their spring or summer GTF discontinued, if GTF funds be limited, including, for example:
  - a. The most senior of students (since they are likely to be in the last semester and taking only 3 SCH).
  - b. Students who register to graduate and take RCL in a semester and then fail to do so. GTF in the subsequent semester will not be awarded.

Additional criteria for determining GTF allocation during a period of limited GTF funds will be determined based on the student's performance and merit. These e criteria include factors such as GPA, publication record and awards.

9. GTF is not paid in the summer because the student is not required to be enrolled, with the possible exception of a base year (even numbered). Summer GTF may be awarded: (1) If a required course is offered only in summer; (2) If a student plans to graduate in August and therefore must be enrolled in the summer (unless a student took a reduced course load (RCL) in the spring). Other exceptions will be considered on a case-by-case basis.
10. Funds from sources other the GTF allocation may be used to pay a student's tuition and fees under individual circumstances. A student's faculty advisor should consult with department chairs as to the availability of other funding sources.