

## Graduate Merit Fellowship Program

Mission: The goal of the Graduate Merit Fellowship program is to attract outstanding graduate students to departmental graduate programs at Ball State University.

Guidelines:

1. Fellowships are renewable for a second year for the same student and are to be used to recruit graduate students to their first year of graduate study at Ball State University. A recipient must be a **NEW** full-time, on-campus graduate student, and hold an academic-year assistantship (fall and spring semesters, only).
2. Graduate Merit Fellows should be of high academic caliber and be able to contribute fully to their department's goals. The minimum baccalaureate GPA required for master's level students is 3.3; the minimum GRE scores required for doctoral students are verbal, 530 (68<sup>th</sup> Percentile) and quantitative 570 (40<sup>th</sup> Percentile). These minimums are based on **Goal 1** of the Strategic Plan for the Graduate School.
3. Fellowship dollars will be awarded to students on assistantships funded by departmental 1-accounts through the offices of their respective academic dean and the Graduate School (no 2-, 3-, or 5- accts).
4. The additional stipend, approved on an annual basis, must be in addition to the standard departmental academic-year stipend.
5. Master's, specialists, and doctoral programs are eligible for the program, but the two-year maximum applies to all three program types.
6. Academic deans will assign Departmental and Discretionary Graduate Merit Fellowships to departments. Departments will then forward nomination forms to the dean (maximum 1 page, plus copy of transcripts) as students are recruited. The Dean will forward their selections to the Graduate Dean for final approval.

Procedure:

Departmental Graduate Merit Fellows will have their funds added to their contracts, while Dean's Discretionary fellow's funds will be added to the student's BSU account *via* a scholarship form processed by the Graduate School.

**Renewal Form for Graduate Merit Fellowship Program**

Name of Student: Last \_\_\_\_\_ First \_\_\_\_\_ M.I. \_\_\_\_\_

BSU ID# \_\_\_\_\_ Major \_\_\_\_\_

Account Number \_\_\_\_\_ Academic Year (e.g., 2008-09) \_\_\_\_\_

Check one: Graduate Assistant          Doctoral Assistant

Standard Academic Year Stipend \_\_\_\_\_ New or Renewal \_\_\_\_\_

Approvals. Please sign below.

Department Chairperson \_\_\_\_\_ Date \_\_\_\_\_

College Dean \_\_\_\_\_ Date \_\_\_\_\_

Graduate Dean \_\_\_\_\_ Date \_\_\_\_\_

See reverse for Guidelines for the nomination of Graduate Merit Fellows.

After approval by the dean of the Graduate School, a copy will be returned to the appointing department for entry into Formblaster. Departments should enter only the standard/regular departmental stipend on the assistantship contract that is entered into Formblaster. The additional fellowship funds will be added via a scholarship form that will be processed by the Graduate School.