

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 (68th Percentile) and quantitative 570 (40th 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:

- a. For those fellowships being paid from the Graduate School's Endowment Fund, the fellowship will be deposited in the student's BSU account at the beginning of the fall and spring semester. The student's normal assistantship contract will need to be entered into FormBlaster **without** the fellowship stipend.
- b. For those fellowships being paid from the Graduate School's general 1- account, the student's normal assistantship contract will need to be entered into FormBlaster **with** the fellowship stipend. The money will be transferred to the account entered on FormBlaster unless the Graduate School is notified of a different account number.

Departments will be notified as to which account is funding their GMFs.

Renewal Form

Graduate Merit Fellowship Program

Departmental Fellow

Discretionary Fellow

Name of Student: Last _____ First _____ M.I. _____

BSU ID# _____ Major _____

Account Number (**1-accounts only**) _____ Academic Year (e.g., 2010-11) _____

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.