GENERAL NOMINATION AND SELECTION PROCESS

Nomination Deadline: Nominations for all centrally administered fellowships for new students are due in the Graduate Division no later than 4:00 p.m., Friday, January 29, 2010. However, submissions are requested by Tuesday, January 26, if at all possible so that nominees' files preparation and review process can be expedited.

FAFSA Reminder: Much of the funding for UCSB graduate awards comes from need-based money, so it is required that all domestic graduate students file the Free Application for Federal Student Aid (FAFSA). The deadline for submitting the FAFSA is March 2nd. Please notify all domestic graduate admits of this deadline. If your students fail to submit this form, your central fellowship allocation will be reduced. International students do not submit the FAFSA. Students may file the FAFSA electronically by accessing the website (www.fafsa.ed.gov) or secure a hardcopy application from their local financial aid office.

Recruitment Competitions: There will be two fellowship competitions:

1. For general campus recruitment fellowships (Chancellor's, Regents Special, Dean's Fellowships).
2. For the merit/diversity fellowships (Eugene Cota-Robles, Doctoral Scholars, Graduate Opportunity Fellowships).

Committees that are established under the auspices of Graduate Council and are composed of faculty members review departmental nominations for each competition. Each selection committee will determine which fellowship each awardee is to receive.
Number of Nominations: Each department may submit the following:

1. For the general campus recruitment competition the number of nominations allowed will depend on the Fall 2009 graduate student enrollment as follows:
   a) Departments with enrollment of fewer than 70 graduate students (all departments except those listed in b) and c) below) may nominate up to 3 candidates.
   b) Departments with enrollment between 70 and 100 graduate students may nominate up to 4 candidates:
      - Chemical Engineering  
      - Counseling, Clinical, & School Psychology  
      - Economics  
      - English  
      - Geography  
      - Mechanical Engineering  
      - Music  
      - Religious Studies  
      - Sociology
   c) Departments with enrollment of more than 100 graduate students may nominate up to 5 candidates:
      - Chemistry & Biochemistry  
      - Computer Science  
      - Education  
      - Electrical & Computer Engineering  
      - Environmental Science & Management  
      - History  
      - Materials  
      - Physics

2. For the merit/diversity competition, all departments may nominate up to 2 candidates. Please nominate candidates for the competition(s) for which they are eligible. If you have an outstanding student who meets the criteria for both the general and the diversity competitions, you may nominate that student for both competitions.

Ranking of Candidates: At the request of the faculty selection committee, nominees for the general campus recruitment competition must be ranked by the nominating department. In making the awards, the fellowship committee considers the rankings provided by departments. Departments should clearly state why nominees are ranked in the order submitted, so that the fellowship committee will understand the rationale.

Candidates for the merit/diversity competition must not be ranked. The selection committee will make award selections according to the evident measures of merit and diversity across all nominees.

Materials Required for Nomination: For each competition, please provide:

1) Nomination form of your department’s nominees, including ranking of each nominee for the general campus recruitment competition (see page 10);
2) Nomination paragraph(s) for each nominee (on separate pages);
3) All materials necessary to process each nominee’s admission to your program:
   - Routing Sheet (completed, signed and dated)
   - A copy of the departmental admit letter (if applicable)
   - Copy of the Statement of Purpose with coversheet
   - One photocopy of each of three Letters of Recommendation (with completed coversheets which are required)
   - Official Transcripts from all post-secondary institutions attended
   - GRE scores (should have been officially sent by ETS)
   - TOEFL scores (if applicable, should have been officially sent by ETS)

If you have any questions or concerns about what needs to be turned in to Graduate Admissions, please contact Sierra Gray at ext. 2278 or email sierra.gray@graddiv.ucsb.edu.
Attached is a nomination form. Graduate Division has also posted this guide and the nomination form on the Graduate Division intranet (https://gradnet.ucsb.edu).

Selection Notification: Awards will be announced to the departments no later than Friday, February 26, 2010. Once fellowship committees make their selections, Graduate Division staff will contact departments immediately and provide names of the fellows selected. Award letters to students will also be sent immediately. For the Chancellor’s and Doctoral Scholars fellows, departments may decide to add an additional appointment year. We ask that departments let us know about the additional year ASAP after awards are announced.

CENTRALLY ADMINISTERED RECRUITMENT FELLOWSHIPS

Non-discrimination Policy: Please note for selections at all levels (i.e., department and campus)

The University of California, in accordance with applicable Federal and State law and university policy, does not discriminate on the basis of race, color, national origin, religion, sex, gender identity, pregnancy*, disability, age, medical condition (cancer-related), ancestry, marital status, citizenship, sexual orientation, or status as a Vietnam-era veteran or special disabled veteran. The university also prohibits sexual harassment. This nondiscrimination policy covers admission, access, and treatment in university programs and activities.

*Pregnancy includes pregnancy, childbirth, and medical conditions related to pregnancy or childbirth.

Inquiries regarding the university’s student-related nondiscrimination policies may be directed to:
Ricardo Alcaino, Director, Office of Equal Opportunity & Sexual Harassment/Title IX Compliance
Telephone: (805) 893-4504 or 893-2701 (main).

Requirements: All nominees must be admitted to Fall 2010. All award recipients must maintain continuous fulltime enrollment and remain in good academic standing for the duration of their award. Domestic nonresident students must establish California residency by the beginning of their second year.

Doctoral students are expected to advance to candidacy in accordance with Graduate Council rules and departmental expectations.

Award Schedule: In multiple year awards, should the department wish to deviate from the award schedule, a written request may be submitted; however, Graduate Division will not provide two consecutive years of fellowship stipend funding, except in the case of Eugene Cota-Robles Fellowships. Templates for all central recruitment fellowship award letters will be posted on GradNET (https://gradnet.ucsb.edu) for easy reference.

SUPPLEMENTATION

Supplementation of Central Fellowships: Departments are reminded that the Graduate Council has determined that the highest priority use of block grant funds is to recruit top quality domestic Doctoral students to UCSB. An effective use of block grant is the supplementation of the centrally administered fellowships (especially the one-year packages, Dean’s and Graduate Opportunity Fellowships). You may also wish to indicate teaching or research opportunities that will be made available to them. If your department is interested in supplementing awards, please refer to the online version of the Graduate Handbook for the policy governing multiple fellowship awards for a graduate student (http://www.graddiv.ucsb.edu/handbook/financialsupport.html#termsandconditions).
Departments may supplement stipend and appointment years with other fellowship sources; please see the Graduate Handbook for supplementation limits: www.graddiv.ucsb.edu/handbook/financialsupport.html#supplementationchart

During both stipend and appointment years, students employed in GSFR eligible title codes must be entered into the GSFR system to receive payment of fees, insurance and tuition (if applicable). The salary fund source is responsible for paying these amounts in lieu of the fellowship.

**NSF and NDSEG Extension Fellowship:** Graduate Division provides an additional year of support to each newly recruited graduate student who enters with a 3-year National Science Foundation Graduate Research Fellowship, or 3-year National Defense Science and Engineering Graduate Fellowship. This additional year of support is offered to students in their 5th year of study, and provides a stipend of $22,000 plus payment of in-state fees and health insurance. In addition, if the student is appointed as a TA in the 4th year of graduate study, the Graduate Division will provide for the payment of the balance of their fees after fee remission. Any deviation from this 4th and 5th year funding arrangement must be approved in advance, by the Dean of the Graduate Division.

**External Fellowships:** To assist departments in attracting new graduate students with portable national fellowships, Graduate Division will work with departments to provide multi-year fellowships. Examples of these portable national fellowships are: Hertz Fellowships and National Physical Sciences Consortium Fellowships.

---

**Merit Fellowships**

**Chancellor's Fellowship**

3 years Graduate Division support and 2 or 3 years Department support

**Eligibility:** Incoming international and domestic Doctoral and M.F.A. students.

**Criteria:** Nominees must be the top-ranked admitted students. In most cases they have GPAs of at least 3.6 for the junior and senior years, and excellent GRE test scores. However an exceptionally outstanding record in creative work, publication, or other measures of success also constitutes adequate criteria for nomination. Nominators should emphasize and justify the criteria which they believe to be most relevant to the decision.

**Support:** Three years: The Graduate Division provides a $22,000 stipend, payment of fees, and health insurance to all awardees, and tuition for nonresident and international students.

Departments may supplement with any combination of appointments (i.e. TA and/or GSR with included benefits of appointment) up to an average of 35% time over the course of the academic year.

Two or Three: Departments provide 50% TA appointment or 49% GSR.

- **50% TA appointments** include health insurance and partial fees. The Graduate Division provides a fee fellowship to cover the balance of fees after fee remission. Departments are responsible for providing payment of nonresident tuition for international students (if needed).

- **49% GSR positions** include health insurance, fees and nonresident tuition for international students paid by the grant funding source.

For Art MFA awardees, Graduate Division will provide one stipend year with one departmental appointment year.

**Housing:** All awardees have the option of access to university housing for their first year.
Regents' Fellowship

2 years Graduate Division support and 3 years Department support

Eligibility: Incoming international and domestic Doctoral and M.F.A. students.

Criteria: Nominees must be the most meritorious of admitted students and generally have GPAs of at least 3.6 for the junior and senior years, and excellent GRE test scores. However an exceptionally outstanding record in creative work, publication, or other measures of success also constitutes adequate criteria for nomination. Nominators should emphasize and justify the criteria which they believe to be most relevant to the decision.

Support: Two years: The Graduate Division provides a $22,000 stipend, payment of fees, and health insurance to all awardees, and tuition for nonresident and international students. Departments may supplement with any combination of appointments (i.e. TA and/or GSR with included benefits of appointment) up to an average of 35% time over the course of the academic year.

Three Years: Departments provide 50% TA appointment or 49% GSR.
  - 50% TA appointments include health insurance and partial fees. The Graduate Division provides a fee fellowship to cover the balance of fees after fee remission. Departments are responsible for providing payment of nonresident tuition for international students (if needed).
  - 49% GSR positions include health insurance, fees and nonresident tuition for international students paid by the grant funding source.

For Art MFA awardees, Graduate Division will provide one stipend year and one departmental appointment year.

Housing: All awardees have the option of access to university housing for their first year.

Dean’s Fellowship

1 year Graduate Division support

Eligibility: Incoming domestic and international Doctoral students. Also eligible are Masters students in departments for which the Master’s degree is the terminal degree offered.

Criteria: GPAs of at least 3.6 for the junior and senior years, though departments may nominate students below this threshold when other indicators of academic success can be presented. Nominators should emphasize and justify the criteria which they believe to be most relevant to the decision.

Support: For this one-year award, the Graduate Division provides a stipend of $20,000, payment of fees and health insurance for all awardees. Departments may provide payment of nonresident tuition for nonresident and international students. Departments may supplement with any combination of appointments (i.e. TA and/or GSR with included benefits of appointment) up to an average of 35% time over the course of the academic year.

Housing: All awardees have the option of access to university housing for their first year.
All merit/diversity fellowships are first and foremost merit-based. Students who are first deemed to be academically meritorious are considered for awards based on merit, potential for success, experience of disadvantages, and contribution to diversity and equal opportunity in the academic community through their teaching, research or service. Nominees for merit/diversity fellowships should present evidence in their statement of purpose and personal statement of how they would qualify in at least one of the following ways:

- Low socioeconomic status (such as but not limited to low parental income while the student prepared for and attended college; parental occupation in non-professional area; the financial need to be employed while attending school; incurring large indebtedness from school loans; financial responsibility for immediate or extended family);

- Experience of a condition impeding advancement to graduate study (such as but not limited to the absence of a family member who had attended college; matriculation in a school or schools with poor financial or curricular support; having a physical or learning special need; the necessity to work long hours while attending school; language background at home other than English);

- Commitment to advancing economically or educationally disadvantaged segments of society (such as but not limited to academic research interests as they affect economically or educationally disadvantaged segments of society; expressed interest in the use of the doctoral degree toward advancing economically or educationally disadvantaged segments of society; prior experience working with or serving economically or educationally disadvantaged segments of society).

For example:

- For fellowships in the Humanities: Candidates whose research emphasizes issues such as diversity, multi-culturalism and communities underserved by traditional academic research. Research which considers issues such as race, ethnicity and/or gender as they relate to traditional academic fields is of particular interest. This includes research in such areas as community development, social justice, educational reform, economic development, public health and safety, and the dynamics of multi-cultural communities. Within these general parameters, research that invigorates traditional disciplines by challenging conventional paradigms or by using innovative methodologies such as interdisciplinary and comparative approaches is of special interest.

- For fellowships in Math, Engineering, Life Science and Physical Science: Candidates who have participated in teaching, mentoring or outreach programs that promote educational opportunities for underrepresented students in higher education. For example, individuals who have volunteered in K-12 outreach programs or have served as mentors or tutors in programs designed to increase gender and racial diversity in Math, Engineering and the Sciences are of special interest.

The above criteria apply to each of the following merit/diversity fellowships, along with any additional criteria specific to a fellowship award.
Eugene Cota-Robles Fellowship
2 years Graduate Division support and 3 years Department support

Eligibility: Incoming domestic Doctoral or M.F.A. students who indicate a desire and promise for an academic career, particularly within the University of California. Each recipient will be expected to work closely with a faculty sponsor whose role will be that of mentor. Nominees should make a contribution to the graduate population in the nominating department in at least one of the ways described above.

Criteria: Nominees are among the most meritorious domestic students, typically with GPAs of 3.6 or above in junior and senior years, though departments may nominate students below this threshold when other indicators of academic success can be presented. Nominators should emphasize and justify the criteria which they believe to be most relevant to the decision.

Support: Two Years: The Graduate Division provides a $22,000 stipend, payment of fees, and health insurance to all awardees, and tuition for nonresident students in year 1. Departments may supplement with any combination of appointments (i.e. TA and/or GSR with included benefits of appointment) up to an average of 35% time over the course of the academic year.

Three Years: Departments provide 50% TA appointment or 49% GSR.
  ▪ 50% TA appointments include health insurance and partial fees. The Graduate Division provides a fee fellowship to cover the balance of fees after fee remission. Departments are responsible for providing payment of nonresident tuition for international students (if needed).
  ▪ 49% GSR positions include health insurance, fees and nonresident tuition for international students paid by the grant funding source.

For Art MFA awardees, Graduate Division will provide one stipend year with one departmental appointment year.

Housing: All awardees have the option of access to university housing for their first year.

Note: Awarding of the Eugene Cota-Robles Fellowship is conditional upon continued UCOP funding in 2010-11.
Doctoral Scholars Fellowship
2 years Graduate Division support and 2 or 3 years Department support

Eligibility: Incoming domestic Doctoral or M.F.A. students. Nominees should make a contribution to the graduate population in the nominating department in at least one of the ways described above.

Criteria: Nominees are among the most meritorious domestic students, with GPAs of 3.6 or above in junior and senior years, though departments may nominate students below this threshold when other indicators of academic success can be presented. Nominators should emphasize and justify the criteria which they believe to be most relevant to the decision.

Support: Two Years: The Graduate Division provides a $20,000 stipend, payment of fees, and health insurance to all awardees, and tuition for nonresident students, and the awardee’s College or School provides $2,000 toward the $22,000 stipend. Departments may supplement with any combination of appointments (i.e. TA and/or GSR with included benefits of appointment) up to an average of 35% time over the course of the academic year. Two or Three: Departments provide 50% TA appointment or 49% GSR. Colleges/Schools supplement with $1,000 summer support for two of the three years of department support.

- 50% TA appointments include health insurance and partial fees. The Graduate Division provides a fee fellowship to cover the balance of fees after fee remission. Departments are responsible for providing payment of nonresident tuition for international students (if needed).
- 49% GSR positions include health insurance, fees and nonresident tuition for international students paid by the grant funding source.

For Art MFA awardees, Graduate Division will provide one stipend year with one departmental appointment year.

Housing: All awardees have the option of access to university housing for their first year.

Graduate Opportunity Fellowship (GOF)
1 year Graduate Division support combined with any departmental commitment of support

Eligibility: Incoming domestic Doctoral or M.F.A. students are eligible. Nominees should make a contribution to the graduate population in the nominating department in at least one of the ways described above.

Criteria: GPAs of at least 3.6 for the junior and senior years, though departments may nominate students below this threshold when other indicators of academic success can be presented. Nominators should emphasize and justify the criteria which they believe to be most relevant to the decision.

Support: For this one-year award, the Graduate Division provides a stipend of $20,000, payment of fees and health insurance for all awardees. Departments may provide payment of nonresident tuition for nonresident students. Departments may supplement with any combination of appointments (i.e. TA and/or GSR with included benefits of appointment) up to an average of 35% time over the course of the academic year.

Housing: All awardees have the option of access to university housing for their first year.
Nomination Packet Checklist

We will be using an online fellowship review process for the second year. We will scan the admissions packets for faculty review. In order to expedite this process, please do not make double-sided copies.

☐ Nomination Form (see next page).

***New: provide targeted admission numbers and estimated yield.

Admissions materials (for all fellowship categories);
☐ Nomination paragraph (see below) - Please use a separate page for each nominee as they will be scanned with the student's admissions materials.
☐ Routing Sheet (completed, signed and dated)
☐ A copy of the departmental admit letter
☐ Copy of the Statement of Purpose with coversheet
☐ One photocopy of each of three Letters of Recommendation with completed coversheets
☐ Official Transcripts from all post-secondary institutions attended

Note: GRE scores and TOEFL scores (if applicable) should have been officially sent by ETS.

Eligibility

- Ensure that your nomination includes only information related to merit and merit/diversity criteria.
- Please refer to Merit/Diversity criteria on page 6 of the recruitment fellowship procedures memo.
  
  ○ IMPORTANT: According to University policy, we cannot discriminate (or make admission/funding decisions) on the basis of population categories (race, color, national origin, religion, sex, gender identity, pregnancy*, disability, age, medical condition (cancer-related), ancestry, marital status, citizenship, sexual orientation, or status as a Vietnam-era veteran or special disabled veteran). Therefore, you must not make direct reference to membership in those categories in your nomination memo. You will notice that it is appropriate to talk about how the student's experiences or interests make a contribution to the graduate population on this campus. It helps to think about describing their interests and ability to contribute rather than to their membership in a particular group.
2010-11 Recruitment Fellowship Competition Nominations

Please see the Central Recruitment Fellowship Memo and Procedures Guide for instructions and guidelines for nominating students. All materials must be received in the Graduate Division by Friday, January 29th, 2010 by 4PM.

Submitted by: ____________________________
Department

Contact: ____________________________
Name

Ext Email

<table>
<thead>
<tr>
<th>Merit</th>
<th>Nominations for Chancellors, Regents Special and Dean's Fellowships.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rank</td>
<td>PermID</td>
</tr>
<tr>
<td>1</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>*</td>
</tr>
<tr>
<td>5</td>
<td>**</td>
</tr>
</tbody>
</table>

Departments are allowed to nominate up to 3 candidates

*The following may nominate up to 4:

**The following may nominate up to 5:

<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>PermID</td>
<td>Name</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Admissions and Yield Rates

Target Admissions for Fall 2010 ________

*How many students will you admit for Fall 2010?

Anticipated Yield for Fall 2010 ________

*This number = #admitted students X anticipated yield rate. Graduate advisors were provided with historic yield rates for your department at the Fall Graduate Advisors meeting.
(1) When is the nomination deadline?
   Friday, 29 January 2010, at 4:00 p.m.

(2) When and how will fellowship awards be announced?
   E-mail notification will be sent to the department chair, graduate advisor and
   graduate program assistant no later than Friday, 26 February 2010.

(3) How many nominations may our department submit?
   - In the Merit competition, the number of nominees is based on Fall 2009
     enrollment, see page 2 of the procedures memo to see the number of
     allowable nominations for your department.
   - In the Merit/Diversity competition, all departments may submit two
     nominations.

(4) May we nominate the same admit in more than one competition? For
    example, may we nominate the same admit in both the Merit and the
    Merit/Diversity competition?
    Yes, however a nomination packet for each competition is to be submitted.

(5) Do we submit a nomination for each fellowship?
    No. You submit nominations for each of the two competitions. The faculty review
    committees will award the specific fellowships in each competition.

(6) If a current UCSB Masters student is petitioning into a Ph.D. program, is
    he/she eligible for nomination?
    No. The central fellowships are for recruitment purposes.
    (A student entering your Ph.D. program under these circumstances would
    be eligible for department block grant funds in the first year, and could be nominated
    in the continuing student competition in subsequent years, assuming eligibility
    criteria are met.)

(7) What is the deadline for acceptance of the fellowship?
    Fellowship offers must be accepted by Thursday, 15 April 2010.
    See the Council of Graduate Schools Resolution,

(8) May the fellowship acceptance form be faxed to the Graduate Division?
    Yes. The acceptance form may be faxed to us at 805.893.8259, provided:
    (1) we receive the fax no later than 15 April 2010; AND
    (2) the acceptance form with the recipient’s original signature is mailed to us.
(9) If our top-ranked nominee receives a central fellowship, but declines the UCSB award, can we make the award to another top-ranked admit?
   No. In an effort to recruit the top prospects, we make our fellowship offers as early as possible and with the expectation that a certain percentage of these offers will not be accepted.

(10) After accepting the fellowship and submitting the SIR (Statement of Intent to Register) and the SLR (Statement of Legal Residence) what are the requirements of a fellowship recipient?
   All fellowship recipients are required to:
   ▪ Maintain continuous fulltime enrollment and remain in good academic standing for the duration of the award.
   ▪ Domestic nonresident students must establish California residency by the beginning of their second year.
   ▪ In stipend years, hold UCSB appointments not greater than an average of 35% during the academic year.
   ▪ Doctoral students are expected to advance to candidacy in accordance with Graduate Council rules and departmental expectations.

Have more questions?

Please see the 2010-11 Central Recruitment Fellowship Procedures Guide and Graduate Recruitment Fellowship Procedures – 2010-2011 Memo for complete details.

You may also e-mail financial@graddiv.ucsb.edu with specific questions.