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Fellowships at a Glance

Information about UCLA and campus fellowships in this document is up-to-date as of September 2017; updates are posted on the Graduate Division website. Information about extramural support opportunities is provided as a courtesy. Please verify program information and deadlines with the sponsoring agency.

We recommend that you explore our Graduate and Postdoctoral Educational Support (GRAPES) database for other funding opportunities.

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<td>UCLA Fellowships</td>
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<tr>
<td>Graduate Division Privately Endowed Fellowships</td>
<td>Final date of application is determined by your home department; check with your home department accordingly. Suggested deadline: January 17, 2018</td>
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<td>Activating the second year of the Cota-Robles: Cota-Robles 2</td>
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Campus Fellowships Offered in Specific Disciplines

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<td>Center for Medieval &amp; Renaissance Studies (CMRS): Conference Travel Grants</td>
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<td>Center for Medieval and Renaissance Studies Romani Fellowships</td>
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<td>Anticipated deadline: January 2018; application available late October 2017</td>
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<td>Ford Foundation Diversity Dissertation Fellowship</td>
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<td>Luce Scholars Program</td>
<td>Campus deadline: October 4, 2017</td>
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<tr>
<td>German Academic Exchange Fellowships (DAAD) Study Scholarships</td>
<td>All materials should be submitted to the UCLA Graduate Division four weeks before the DAAD deadline, which is November 4 for applicants in fields other than music, visual arts and performing arts. Applicants in the performing and visual arts</td>
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should apply online by October 31 and send materials directly to the Bonn office.

| German Academic Exchange Fellowships (DAAD) Research Grant | All materials should be submitted to the UCLA Graduate Division four weeks before the DAAD deadline, which is November 4 for 10-month scholarships during the period of October 1 to July 31. May 15 is the DAAD deadline for short-term grants. Applications for the latter should be sent directly to DAAD New York. | 99 |
General Information

Types of Financial Support

**UCLA Fellowships & Grants:** Merit- and competitive-based awards provide stipends in varying amounts and may include tuition, fees and nonresident supplemental tuition. Awards are open to all graduate students except those in self-supporting and/or online programs.

**Extramural Fellowships:** Merit-based support provided by national, international or private foundations. Many organizations accept applications up to a year before acceptance into a graduate program.

**Financial Aid:** Funding based on financial need available only to students who are US citizens, permanent residents and AB540-eligible. Financial aid includes loans and work-study awards. For more information, go to [www.financialaid.ucla.edu](http://www.financialaid.ucla.edu).

**Graduate Work-Study Program (GWSP):** Provides federal work-study grants to “financially need eligible” US citizen and permanent resident graduate students to complete on- or off-campus part-time paid internships, community service, research projects or other endeavors closely related to their academic degree program. Graduate students working on a research project in their discipline qualify for funding. For more information contact the Fellowships and Financial Services Office, 1228 Murphy Hall, (310) 825-1025, [www.grad.ucla.edu/gss/library/gwspintro.htm](http://www.grad.ucla.edu/gss/library/gwspintro.htm).

**Teaching & Research Assistantships:** Teaching Assistantships provide experience in teaching undergraduates with faculty supervision. Graduate Student Researcher positions provide experience working on faculty-supervised research projects. Selection of awardees for teaching assistantships and graduate student research positions are conducted by each department. Students should contact their department for application procedures and deadlines. For more information see the Academic Apprentice Personnel Manual: [www.grad.ucla.edu/gss/appm/appmintro.htm](http://www.grad.ucla.edu/gss/appm/appmintro.htm).

Also visit the TA Marketplace (Teaching Assistanship Positions Group): [https://grad.ucla.edu/funding/working-at-ucla/teaching-assistantship-positions/](https://grad.ucla.edu/funding/working-at-ucla/teaching-assistantship-positions/). UCLA Graduate Division created this web group to aid graduate students in finding TA opportunities. Graduate students interested in searching for TA vacancies outside of their home academic department are encouraged to subscribe to the group. Departments that need to fill TA vacancies will post job announcements along with required qualifications and application instructions to the group.

**Professional Degree Supplemental Tuition:** Students in professional degree programs such as but not limited to Architecture, Art, Film and Television, Law, Management, Nursing, Public Health, Public Policy, Social Welfare, Theater and Urban and Regional Planning also pay Professional Degree Supplemental Tuition and other program-related fees, depending on the program. Graduate Division-funded fellowships do not cover these professional and program-related charges.
A student may receive both a departmental or Graduate Division award and an award based solely on financial need if the need-based criteria are met. For all Graduate Division awards, students must be continuously registered and enrolled full-time each term (minimum of 8 or 12 units, depending on fellowship category) and maintain at least a 3.0 grade point average (2.5 for Law School students). For departmental allocation awards sourced from Graduate Division funds, full-time enrollment is 8 units.

During the academic year, most Graduate Division fellowship recipients may work up to 25% time. Employment over 25% time requires an approved exception.

Students are strongly urged to apply in all categories for which they may qualify.

**Notification and Acceptance of Awards**

Students are notified as soon as award decisions are made, from spring through early fall. Notification of a teaching assistantship, graduate student researcher appointment, or departmental fellowship is sent directly by the department.

As a member of the Council of Graduate Schools in the United States, UCLA subscribes to the following CGS resolution regarding acceptance of graduate scholarships, fellowships, traineeships, and assistantships:

“Acceptance of an offer of financial aid (such as a graduate scholarship, fellowship, traineeship, or assistantship) for the next academic year by an actual or prospective graduate student completes an agreement which both student and graduate school expect to honor. In those instances in which the student accepts the offer before April 15 and subsequently desires to withdraw, the student may submit in writing a resignation of the appointment at any time through April 15. However, an acceptance given or left in force after April 15 commits the student not to accept another offer without first obtaining a written release from the institution to which a commitment has been made. Similarly, an offer by an institution after April 15 is conditional on presentation by the student of the written release from any previously accepted offer. It is further agreed by the institutions and organizations subscribing to the above resolution that a copy of this resolution should accompany every scholarship, fellowship, traineeship, and assistantship offer.”

**Supplementation**

Supplementation refers to the amount and type of funding that students can accept from more than one source. Supplementation of fellowships and traineeships funded by federal, state, or private agencies is restricted by the limits set forth by the particular agency. Recipients of these awards should consult the appropriate agency for complete information. The Graduate Division Supplementation policy can be found on the web at [www.grad.ucla.edu/asis/infoserv/supplem.htm](http://www.grad.ucla.edu/asis/infoserv/supplem.htm). Other questions regarding the supplementation policy at UCLA can be referred to staff in the Fellowships and Financial Services Office, 1228 Murphy Hall, (310) 825-1025.
**Maximum Limit of Merit-Based Support**

The Graduate Council has established a Policy of Maximum Limit on the total amount of support a graduate student may receive. It includes any fellowships, stipends, and TA/RA earnings. The maximum limit will vary for each student. Please see: [https://grad.ucla.edu/gss/library/maxsupport.htm](https://grad.ucla.edu/gss/library/maxsupport.htm).

To calculate the maximum limit of support that a student may receive, use the following formula:

\[
\text{Maximum Limit} = \text{Tuition/NRST} + [1.75 \times (\text{Room/Board} + \text{Books} + \text{Travel} + \text{Personal} + \text{Add-Ons})]
\]

Need-based stipend is the estimated budget for living expenses established by the Financial Aid & Scholarships Office and published annually at [www.financialaid.ucla.edu/Graduate/Cost-of-Attendance](http://www.financialaid.ucla.edu/Graduate/Cost-of-Attendance). The limits are generous. If an exception to the Maximum Limit is required, the student’s home academic department must submit an exception to the Graduate Division.

If you have questions regarding the maximum limit of merit-based support, please contact the Graduate Fellowships and Financial Services Office at gdsupport@grad.ucla.edu or 310-825-1025.

**Tax Treatment of Student Financial Support**

Fellowship stipend income is taxed differently than most other types of income students may have encountered in the past. Amounts spent on fees, tuition, or required course expenses are not taxable. However, the portion of fellowship stipend income spent on items other than fees, tuition, and required course expenses will likely be considered taxable by the IRS. The language used to denote an award—for example, *fellowship*, *grant*, *assistantship*, *scholarship*, *traineeship*—does not affect the taxability of the funds.

US citizens, permanent residents, and resident aliens for federal tax purposes do not have taxes withheld from their fellowship stipend checks. Nonetheless, these individuals may be required to make estimated quarterly tax payments and to report the income on their tax returns. Awardees should consult a tax preparer and/or view the information provided in Internal Revenue Service Publications 970 and 505 ([www.irs.gov/Forms-&-Pubs](http://www.irs.gov/Forms-&-Pubs)).

Students are advised to retain “Offer of Graduate Student Support” agreements, fellowship and traineeship offer letters, BAR monthly statements and other documents and receipts related to fellowship stipends and course expenses. The UCLA Dashew Center for International Students & Scholars ([www.internationalcenter.ucla.edu](http://www.internationalcenter.ucla.edu)) offers workshops regarding tax preparation during winter/spring quarter to international students and scholars.

Tax information is available at:

- [www.grad.ucla.edu/gss/library/taxintro.htm](http://www.grad.ucla.edu/gss/library/taxintro.htm)
California Residency Requirement

Students must petition in person at the Registrar’s Office for a change of classification from nonresident to resident status. All changes of status must be initiated by the deadline set by the Registrar’s Office for each term. In addition, California law requires that financial independence be included among the factors considered when students seek reclassification. Students who are financially dependent in the current and preceding calendar years will be considered California residents for reclassification purposes only if no factors exist that give evidence of their continuing residence in another state. Financial independence will not be considered for graduate students who are teaching assistants or research assistants employed at 49% time or more. For more information on residency requirements please visit: www.registrar.ucla.edu/Fees-Residence/Residence-Requirements.

Reduced Nonresident Supplemental Tuition

Doctoral candidates who are nonresidents for tuition purposes and who have formally advanced to doctoral candidacy are eligible for a 100% reduction of their nonresident supplemental tuition. Eligibility for the reduced nonresident supplemental tuition begins with the first academic term following advancement to doctoral candidacy and is limited to nine consecutive academic terms (Leaves of Absence and In-Absentia are counted). A registered PhD or professional doctoral student who meets all of the following criteria is eligible for reduced nonresident supplemental tuition:

- Is classified as a nonresident for tuition purposes;
- Is registered in a doctoral program or professional doctorate program that has an advancement-to-candidacy requirement; and
- Has been approved by the Graduate Division to be advanced to doctoral candidacy by the day before the start of the applicable quarter for which the reduced supplemental tuition is assessed.

If a student is still enrolled and registered beyond the three years, per University of California policy the NRST will be reinstated upon the tenth quarter. If the student is receiving a Graduate Division-administered fellowship at the time the NRST is reinstated, the stipend portion of the fellowship will be applied toward the NRST unless there’s another NRST-payment source on record.

If you have questions regarding nonresident supplemental tuition, please contact the Graduate Fellowships and Financial Services Office at gdsupport@grad.ucla.edu or 310-825-1025.

Nondiscrimination Statement

The University of California, in accordance with applicable Federal and State Laws and University Policies, does not discriminate on the basis of race, color, national origin, religion, sex, disability, age, medical condition (e.g., 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.
Inquiries regarding the University’s student-related nondiscrimination policies may be directed to the UCLA Campus Counsel, 3149 Murphy Hall, Los Angeles, CA 90095-1405, (310) 825-4042.

Inquiries regarding Americans with Disabilities Act (ADA) or 504 compliance may be directed to Julie Rattray, the ADA/504 Compliance Officer, A239 Murphy Hall, UCLA, Box 951439, Los Angeles, CA 90095-1439, (310) 206-8049, fax (310) 825-1068, jrattray@saonet.ucla.edu.

Students may challenge any action they believe discriminates against them on the grounds of race, color, national origin, marital status, sex, sexual orientation, disability or age, and may contact the Office of the Dean for Students, 1104 Murphy Hall and/or refer to Section 111.00 of the University of California Policies Applying to Campus Activities, Organizations, and Students (available in 1104 Murphy Hall) or visit www.universityofcalifornia.edu/news for further information and procedures.

**Disclosure of Student Records**

Pursuant to the Federal Family Educational Rights and Privacy Act (FERPA), the California Education Code and the University of California Policies Applying to the Disclosure of Information from Student Records, students at UCLA have the right (1) to inspect and review records pertaining to themselves in their capacity as students, except as the right may be waived or qualified under the Federal and State Laws and the University Policies, (2) to have withheld from disclosure, absent their prior consent for release, personally identifiable information from their student records, except as provided by the federal and state laws and university policies, (3) to inspect records maintained by UCLA of disclosures of personally identifiable information from their student records, (4) to seek correction of their student records through a request to amend the records or, if such request is denied, through a hearing and (5) to file complaints with the US Department of Education regarding alleged violations of the rights accorded them by the Federal Act.

UCLA, in accordance with the federal and state laws and the university policies, has designated the following categories of personally identifiable information as “public information” that UCLA may release and publish without the student’s prior consent: name; address (local/mailing, permanent and/or email); telephone numbers; major field of study; dates of attendance; number of course units in which enrolled; degrees and honors received; the most recent previous educational institution attended; participation in officially recognized activities (including intercollegiate athletics) and the name, weight and height of participants on intercollegiate athletic teams.

Students who do not wish certain items (e.g., name; local/mailing, permanent and/or email address; telephone numbers; major field of study; dates of attendance; number of course units in which enrolled and degrees and honors received) of this “public information” released and published may so indicate through MyUCLA (www.my.ucla.edu). To restrict the release and publication of the additional items in the category of “public information,” complete the UCLA FERPA Restriction Request form available from Enrollment and Degree Services, 1113 Murphy Hall.

Student records that are the subject of the federal and state laws and the university policies may be maintained in a variety of offices, including the Registrar’s Office, Office of the Dean of Students, UCLA Career Center, Graduate Division, and the offices of a student’s college or school and major department.
Students are referred to the UCLA Telephone Directory, which lists all the offices that may maintain student records, together with their campus address and telephone number. Students have the right to inspect their student records in any such office subject to the terms of the federal and state laws and the University policies. Inspection of student records maintained by the Registrar’s Office is by appointment only and must be arranged three working days in advance. Call (310) 825-1354 or inquire at Academic Records Management, 1105 Murphy Hall.

A copy of the federal and state laws, the university policies and the UCLA Telephone Directory may be inspected in the office of the Information Practices Coordinator, Suite 530 UCLA Wilshire Center. Information concerning students’ hearing rights may be obtained from that office and from the Office of the Dean for Students, 1104 Murphy Hall.

In addition to the public information described above, information related to students’ Social Security Number, sex, marital status and the name(s), address(es) and telephone number(s) of their parents or next of kin are made available to the UCLA External Affairs Department for use in alumni, development and public relations activities. To restrict the release of this additional information, complete a Request for University Relations Information Restriction form available from Enrollment and Degree Services, 1113 Murphy Hall.
UCLA Fellowships

Students are encouraged to consult their departments for possible deadline variations. All required supporting documents should be sent directly to the major department. See instructions in each fellowship’s description.

Eligibility to Receive a Fellowship

Students receiving Graduate Division Fellowship awards (e.g., Graduate Research Mentorship, any of the Privately Endowed Fellowships, Dissertation Year Fellowship, etc.) are required to be continuously registered/enrolled in a minimum of 12 units per term for the duration of their fellowship. They must also maintain satisfactory progress in their degree program as determined by their home department/program and with a cumulative 3.0 GPA (2.5 for Law students).

If a student withdraws, takes a Leave of Absence and/or is not continuously enrolled for the applicable funding term, the student must repay any aid advanced for which the student is no longer eligible.

Most Graduate Division fellowship recipients may work up to 25% time during the fellowship award period. [An individual who is a UC employee prior to becoming a graduate student is exempt from the maximum appointment percentage.] Note that 100% time is 40 hours per week (includes Apprentice Academic Personnel, staff titles, and UNEX). Employment over 25% time requires an approved exception. All exception requests for student employment must be submitted to the Graduate Division at least three weeks prior to the beginning of the corresponding term. Exceptions for GPA requirement must be submitted by the end of the first week of the term.

IMPORTANT: Some extramural fellowship agencies require awardees to obtain preapproval from the agency before the work can be approved, even at 25%. Check with Fellowships & Financial Services for details: uclafellowship@grad.ucla.edu or 310-825-1025.

The table below describes the maximum percentage of time a fellowship awardee may work per term.

<table>
<thead>
<tr>
<th>Award</th>
<th>Fall, Winter, Spring</th>
<th>Summer (if fellowship is not disbursed in Summer)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cota-Robles (first year only)</td>
<td>0% Fall&lt;br&gt;25% (Winter and/or Spring)&lt;br&gt;26%–50% by exception (Winter and/or Spring: ASE, GSR or ASE/GSR appointments only; 50% ASE appointments will not be approved)</td>
<td>100%</td>
</tr>
<tr>
<td>Cota-Robles (fourth year [i.e., Graduate Division’s second year])</td>
<td>25%&lt;br&gt;26%–50% by exception&lt;br&gt;(ASE, GSR or ASE/GSR, but not 50% ASE; 50% ASE appointments will not be approved)</td>
<td>100%</td>
</tr>
<tr>
<td>Award</td>
<td>Fall, Winter, Spring</td>
<td>Summer (if fellowship is not disbursed in Summer)</td>
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<tr>
<td>----------------------------------------------------------------------</td>
<td>----------------------------------------------------------</td>
<td>--------------------------------------------------</td>
</tr>
<tr>
<td>University of California–Historically Black Colleges &amp; Universities (UC–HBCU) Initiative Fellowship</td>
<td>25%</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>26%–50% by exception</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(ASE, GSR or ASE/GSR but not 50% ASE; 50% ASE appointments will not be approved)</td>
<td></td>
</tr>
<tr>
<td>Graduate Opportunity Fellowship Program (GOFP)</td>
<td>0% Fall</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>25% (Winter and/or Spring)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>26%–50% by exception</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(Winter and/or Spring: ASE, GSR or ASE/GSR appointments only; 50% ASE appointments will not be approved.)</td>
<td></td>
</tr>
<tr>
<td>Graduate Research Mentorship Program (GRM)</td>
<td>25%</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>26%–50% by exception</td>
<td></td>
</tr>
<tr>
<td></td>
<td>(ASE, GSR or ASE/GSR but not 50% ASE; 50% ASE appointments will not be approved)</td>
<td></td>
</tr>
<tr>
<td>Dissertation Year Fellowship Fellowship (DYF)</td>
<td>25%</td>
<td>(if activating in the summer)</td>
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<tr>
<td></td>
<td>26%–50% by exception</td>
<td>25%</td>
</tr>
<tr>
<td></td>
<td>(ASE, GSR or ASE/GSR, but not 50% ASE; 50% ASE appointments will not be approved)</td>
<td>26%–50% by exception (ASE, GSR or ASE/GSR, but not 50% ASE; 50% ASE appointments will not be approved)</td>
</tr>
<tr>
<td>Graduate Summer Research Mentorship Program (GSRM)</td>
<td>N/A</td>
<td>25%</td>
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<tr>
<td></td>
<td>26%–50% by exception</td>
<td></td>
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<tr>
<td></td>
<td>(ASE, GSR or GSR/ASE, but not 50% ASE; 50% ASE appointments will not be approved)</td>
<td></td>
</tr>
<tr>
<td>Privately Endowed Fellowships</td>
<td>25%</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>26%–50% by exception</td>
<td></td>
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<tr>
<td></td>
<td>(ASE, GSR or ASE/GSR, but not 50% ASE; 50% ASE appointments will not be approved)</td>
<td></td>
</tr>
<tr>
<td>All extramural fellowships providing $18K stipend or more, such as NSF GRFP, Ford, HHMI, NIH, NRSA, etc.</td>
<td>25%</td>
<td>25%</td>
</tr>
<tr>
<td></td>
<td>26%–50% by exception</td>
<td>26%–50% by exception</td>
</tr>
<tr>
<td></td>
<td>(ASE, GSR or ASE/GSR, but not 50% ASE; 50% ASE appointments will not be approved)</td>
<td>(ASE, GSR or ASE/GSR, but not 50% ASE; 50% ASE appointments will not be approved)</td>
</tr>
</tbody>
</table>

Working as an Academic Apprentice (e.g., Graduate Student Researcher, Special Reader, Teaching Assistant, Teaching Associate, Teaching Fellow) at a minimum of 25% time qualifies the student for tuition/fee remissions (https://grad.ucla.edu/gss/appm/feeremission.pdf). The Academic Apprentice appointment, and not the Graduate Division fellowship, will pay most of the tuition/fees, with the
balance covered by the Graduate Division fellowship. The amount that would have been covered by the Graduate Division fellowship cannot be converted to a stipend or deferred to another term.

Students funded during the summer must have been continuously registered/enrolled during the previous Spring Term and must be continuously registered/enrolled during the following Fall. If not continuously registered/enrolled, the summer award will be cancelled and will need to be repaid. The students also must have a cumulative 3.0 GPA (2.5 for Law students) at time of award (i.e., at the time of payment disbursement).

Please note that students in self-supporting, special fee programs are not eligible to apply for any Graduate Division fellowships. These include the following:

- Architecture – MArch II SUPRASTUDIO
- Economics – Master of Applied Economics
- Education Leadership Program (EdD)
- Engineering Online Master’s Programs (all)
- Management – Executive MBA (EMBA)
- Management – Full-time MBA
- Management – Fully Employed MBA (FEMBA)
- Management – Global Executive MBA for Asia Pacific
- Management – Master’s of Financial Engineering
- Management – Master of Science in Business Analytics
- Public Health – Executive Master’s of Public Health
- Public Health – Master’s of Public Health for Health Professionals
- School of Law – LLM Program
- Social Science – Master of Social Science
- Statistics – Master of Applied Statistics

Publicizing Fellowship Awardees

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

Concurrent Awards/Fellowships

Recipients offered other awards (e.g., from extramural agencies or department allocations) in addition to the offer of Graduate Division-administered fellowships may, at the Graduate Division’s or department’s discretion, be required to relinquish all or part of the Graduate Division-administered award. In most cases, a student may not hold multiple academic-year stipends from the Graduate Division or from the Graduate Division and another source that total more than a specified amount. For example, in 2017–18, the maximum allowable support from all merit-based sources for a single person living off campus is $53,863.25 for the fiscal year (July through June). Also, a student may not receive a
combination of fee/tuition awards that total more than the cost of fees/tuition. In such cases, one or more tuition/fee awards will be canceled or adjusted and not converted to stipends. For more information, see https://grad.ucla.edu/gss/library/maxsupport.htm.

Remission Restrictions

If a student is awarded tuition from either unrestricted fellowship funds or Graduate Division Endowed Fellowship awards, and is later appointed under a remissions-eligible title code (TA, GSR, Reader, Special Reader or Tutor), the hiring department will become responsible for paying remissions. Any unrestricted or Graduate Division Special Fellowship or Endowed Fellowship tuition awards will be adjusted, and funding will revert back to the Graduate Division after the February deadline.

In the case of GSRs who qualify for nonresident supplemental tuition (i.e., appointed as a GSR for 45% cumulative time and enrolled in 12 units), the hiring department is responsible for paying the nonresident supplemental tuition remission. In those cases where an eligible GSR was already receiving a nonresident supplemental tuition award from Graduate Division resources (i.e., either departmental allocation funds or an endowed fellowship award), the nonresident supplemental tuition award will be cancelled and those funds returned to the Graduate Division. Policy requires that nonresident supplemental tuition be paid by the same funding source that is paying the GSR salary, except in those cases where the salary derives from state funding sources (e.g., 19900). Neither Graduate Division allocation resources nor endowed fellowship awards can be used to pay the nonresident supplemental tuition for GSRs. No central augmentation will be available to fund nonresident supplemental tuition for GSRs supported by 19900 funding. The hiring department is responsible for identifying an appropriate non-state fund to which the remissions may be charged. For more information on nonresident supplemental tuition policy, please see the Academic Apprentice Personnel (AAP) Manual (https://grad.ucla.edu/gss/appm/aapmanual.pdf).

In the event a department hires a graduate student who does not meet the minimum criteria to be appointed under any of the academic apprentice personnel titles covered in the AAP manual, and an exception is approved, the hiring department will be responsible for covering the cost of remission benefits from non-19900 or 19914 fund sources. NO appropriation will be made at fiscal year end.

Teaching Assistant Positions Google Group (TA Marketplace)

| Purpose | The purpose of this Teaching Assistant (TA) Positions Google Group is to aid graduate students in finding TA opportunities outside of their home academic department. Departments who need to fill TA vacancies will post job announcements to the group along with required qualifications and application instructions as positions become available. Graduate students interested in receiving these postings will subscribe to the group and will be able to view these postings online. |
### Student Procedure

Only active graduate students may apply for access to the TA-Positions Google Group. Eligible students may subscribe to the TA Google Group through this link: [https://grad.ucla.edu/funding/working-at-ucla/teaching-assistantship-positions/](https://grad.ucla.edu/funding/working-at-ucla/teaching-assistantship-positions/).

Please allow three to five business days for processing.

A Gmail-associated email address is required to access the Google Group. If subscription is requested using a non-Gmail account, students will only be sent email updates regarding open positions and may not access the Group to search for postings on their own.

Students should not be responding to the job announcements but rather communicating with the “Contact Person” listed in the body of the job announcement. Direct replies to the emails may not be received.

Email delivery preferences may be customized in “membership and email settings” (for example: daily, combined or no notifications).

### Contact

gdsupport@grad.ucla.edu, (310) 825-1025

### Last Updated

August 2017

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### Graduate Division Fellowships

**Graduate Summer Research Mentorship Program**

<table>
<thead>
<tr>
<th>Deadline</th>
<th>February 7, 2018</th>
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<tbody>
<tr>
<td></td>
<td>Apply directly to the Graduate Division</td>
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<table>
<thead>
<tr>
<th>Decision</th>
<th>April 11, 2018</th>
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<table>
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<tr>
<th>Amount</th>
<th>$6,000 stipend.</th>
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<tbody>
<tr>
<td></td>
<td>NOTES: Students funded during the summer must have been continuously registered/enrolled during the previous Spring Quarter and must be continuously registered/enrolled during the following Fall Quarter. Otherwise, their summer funding will be cancelled, and it will have to be repaid. The students also must have a cumulative 3.0 GPA at time of award (i.e., at the time of payment disbursement).</td>
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<table>
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<tr>
<th>Purpose</th>
<th>The GSRM Program is designed to provide financial support for UCLA doctoral students in the arts, humanities, social sciences, public health and nursing. It is also designed to release recipients from employment or loan obligations that might delay progress in graduate study. <strong>Awardees should consider it as their principal/primary summer activity.</strong> A specific objective of the program is to promote opportunities for students to work</th>
</tr>
</thead>
</table>
closely with a faculty mentor in developing a paper for presentation at an academic conference and/or for publication. General goals are to facilitate close working relationships between faculty and students during the early stages of graduate education, to promote timely degree progress, and to encourage creative scholarship and research productivity.

**Program Expectations**

GSRM awardees are expected to complete and submit a draft of a paper (either single-authored by the student or co-authored with the faculty mentor) by the end of the summer through the GSRM Program Evaluation. This paper should be submitted for presentation at a professional conference and/or for publication sometime during the following academic year (October–June).

It is expected that the faculty mentor will be in frequent contact with the awardee during the summer and committed to working closely with the student. Awardees and mentors must complete program evaluation at the end of summer.

If the program evaluation and paper are not submitted by the end of the program, recipients will not be considered if applying for this program in subsequent years. **GSRM awardees may not work more than 25% time so as to not detract from the GSRM experience.** Furthermore, awardees should be mindful that by accepting funding, they are declaring that this will be their foremost, sole activity in summer. Should a post-audit discover appointment(s) above 25%, the GSRM stipend will be prorated and reduced accordingly (e.g., a 50% TA appointment for a six-week summer session will result in a reduction of the GSRM stipend by at least 46%–6 weeks of the 13 that should have been devoted to the GSRM activities were spent as a TA).

**Other Summer Funding**

GSRM awardees are not permitted to have other summer funding (e.g., but not limited to: the George and Sakaye Aratani Fellowship, Center for European and Russian Studies Summer Award, Foreign Language and Area Studies [FLAS], Graduate Dean’s Scholar Award, Lenart Travel Fellowship, National Institutes of Health [NIH] Training Grant, National Science Foundation’s Graduate Research Fellowship Program).

If a post-audit reveals multiple summer funding sources, the GSRM will be cancelled, and the student will need to repay the entire stipend.

**Preparing a Strong Application**

- The mentoring relationship is a key component in this fellowship. **The faculty mentor’s letter of recommendation must address the following:**
  - Specific mentoring activities and plans that will prepare the applicant’s summer research for publication or conference presentation
  - A clear plan for meetings, progress reports, research development, and expectations for final paper to be presented at a conference and/or for publication
- The applicant’s research overview should be written so that the work will be understandable and its significance appreciated by faculty who may not be
experts in the applicant’s field.

- The description of the research paper should present the following, as appropriate to the subject:
  - The question(s), thesis or hypothesis being addressed;
  - The project scope and the research approach, plan or methodology;
  - A synopsis of any preliminary findings, results and/or analysis;
  - The significance, originality and/or impact of the work.

- The relevance and significance of the mentoring activities to the achieving the project goals should be clearly articulated.

- If you have already received a GSRM award, briefly describe how the award enabled you to advance your research skills and progress, and note any presentations and/or publications you have authored or co-authored since receiving the award. Explain why a second GSRM award is justified, as they are made only in exceptional cases.

- Reviewers will evaluate all applications holistically, with particular attention to:
  - Overall quality of project and proposal
  - Applicant’s readiness for this mentoring fellowship
  - Applicant’s academic record, as reflected in his/her transcripts
  - Mentor’s recommendation

## Eligibility

The program is open to UCLA doctoral students in the arts, humanities, social sciences, public health and nursing who:

1. Are in year one, two or three of UCLA doctoral study at the time of application; priority will be given to students currently (at the time of application) in year one or two of doctoral study, and to students who have not already received a GSRM award;

2. Have not yet advanced to doctoral candidacy;

3. Are US citizens, permanent residents, international or registered California AB540 students. For international students, funding is subject to fellowship eligibility in regards to visa type. For those under AB540, funding will be provided only if AB131 is still in effect for the duration of the fellowship;

4. Have been continuously enrolled/registered the previous Spring and will be continuously enrolled/registered the following Fall. If these conditions are not met, the awardee will be required to repay the summer award.

5. Must have cumulative 3.0 GPA at time of award (i.e., at the time of payment disbursement).

Awardees of the George and Sakaye Aratani Fellowship, Center for European and Russian Studies Summer Award, Graduate Dean’s Scholar Award, the National Science Foundation Graduate Research Fellowship Program, the Foreign Language & Area Studies (FLAS), Lenart Travel Fellowship, National Institutes of Health (NIH) Training Grant and other summer fellowships are not eligible to receive GSRM
Students may apply for the GSRM in only one doctoral degree program and may receive the award only twice. Note that second awards are made only in exceptional cases. In addition, prior year recipients who did not complete the program evaluation nor submit their draft paper will not be considered.

### Application Procedure

By applying, students understand that they are giving their consent to disclose application information to University officials and to relevant funding committees. **NOTE: Applications that do not follow the application procedures listed below will be disqualified and not considered for the fellowship. Revisions to applications after submission are not allowed; no exceptions.**

Students nominate themselves for this award. To apply:

- Students must go to the 2018–19 Fellowship Application for Continuing Graduate Students site at [www.grad.ucla.edu/asis/flap/apply.htm](http://www.grad.ucla.edu/asis/flap/apply.htm).
- Upload the following documents in the order listed as a single PDF file.

#### 1. Overview of Research Paper

Describe the work you will do in the summer to prepare your research for presentation at a regional or national conference and potentially for publication. Include the mentoring activities in which you and your faculty mentor will engage. If you have already received a GSRM award, briefly describe the research progress, presentations and/or publications that resulted from that experience.

The Overview of Research Paper should be a maximum of four pages, double spaced, inclusive of images, graphs, tables, notes and/or references as appropriate. Minimum font size 11 pt., with at least 1” margins. **Pages in excess of four pages will not be forwarded for review.**

#### 2. An unofficial copy of your Graduate Transcript with Fall 2017 grades posted.

The transcript printed from MyUCLA is acceptable. Do not submit a Degree Progress Report (DPR). **If Fall Quarter is your first graduate term at UCLA, please include an unofficial transcript from the last college/university attended (even if the last college/university was UCLA).**

Students who have incomplete grades that remain unresolved (i.e., “I” grades) must provide a statement explaining the reason for the incomplete(s), the steps that will be taken to resolve the incomplete(s) and the timeline for doing so.

#### 3. Resume or Curriculum Vitae.

#### 4. A letter of recommendation from the faculty member who will serve as the mentor is required. The mentor does not have to be from the same department/program as the applicant.

- In Step 3 of the online fellowship application process, provide the
The system will then send your recommender an email with instructions as to how to submit the letter online as a PDF document. The recommender will not need to email anything to the department Student Affairs Officer.

- The mentor should describe the mentoring relationship and the paper that the student will complete during the summer. If a mentoring relationship has already been established between applicant and faculty member, the letter should distinguish between ongoing and additional mentoring activities that would occur during this period.
- It will be the student’s responsibility to ensure that the letter has been submitted on time. The online site will provide information about the status of the letter’s upload.
- The letter of recommendation is due on or before the GSRM application deadline. Applications missing the letter of recommendation will not be reviewed.

- If there is a document that should be in landscape position and it is in portrait position, please rotate it before you upload it.

Incomplete applications will not be accepted nor forwarded for review.

<table>
<thead>
<tr>
<th>Publicizing Fellowship Awardees</th>
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</thead>
<tbody>
<tr>
<td>The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.</td>
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<table>
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<tr>
<th>Program Dates</th>
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<tr>
<td>The 13-week program begins June 18, 2018 and ends September 14, 2018.</td>
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<table>
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<tr>
<th>Contact</th>
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<tbody>
<tr>
<td>Henry Hernandez, <a href="mailto:hherandez@grad.ucla.edu">hherandez@grad.ucla.edu</a>, (310) 825-1985</td>
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</tbody>
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<tr>
<th>Last Updated</th>
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<tbody>
<tr>
<td>August 2017</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Graduate Research Mentorship Program</th>
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</table>
| Deadline | Final date of application is determined by your home department; check with your home department accordingly.  
Suggested deadline: February 14, 2018 |

<table>
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<tr>
<th>Decision</th>
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<tbody>
<tr>
<td>April 25, 2018</td>
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<tr>
<td>Amount</td>
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<td>-----------------</td>
</tr>
<tr>
<td>Purpose</td>
</tr>
<tr>
<td>Program Expectations</td>
</tr>
</tbody>
</table>
| Preparing a Strong Application | - The mentoring relationship is a key component in this fellowship. The faculty mentor’s letter of recommendation must address the following:  
  - Specific mentoring activities that will advance the student’s research skills toward the preparation of a dissertation.  
  - A clear plan for meetings, progress reports and expectations for final products/deliverables.  
- The proposal should be written so that the work will be understandable and its significance appreciated by faculty who may not be experts in the applicant’s field.  
- The proposal should outline, as appropriate to the subject:  
  - the question(s), thesis or hypothesis that will be developed;  
  - the scope of the research and the research approach, plan or methodology;  
  - a synopsis of any preliminary findings, results and/or analysis;  
  - the significance, originality and/or anticipated impact of the work.  
  - The relevance and significance of the mentoring activities to the achieving the project goals should be clearly articulated.  
- If you have already received a GRM award, briefly describe how the award enabled you to advance your research skills and progress, and note any presentations and/or publications you have authored or co-authored since receiving the award. Explain why a second GRM award is justified, as they are made only in exceptional cases.  
- Reviewers will evaluate all applications holistically, with particular attention to the:  
  - Overall quality of project and proposal  
  - Applicant’s readiness for this mentoring fellowship  
  - Applicant’s academic record as reflected in his/her transcripts  
  - Mentor’s recommendation |
Eligibility

The program is open to UCLA doctoral students in the arts, humanities, social sciences, public health and nursing who:

1. Are in year one, two or three of UCLA doctoral study at the time of application. Priority will be given to students currently (at the time of application) in year one or two of doctoral study, and to students who have not already received a GRM award;
2. Are not yet advanced to doctoral candidacy;
3. Are US citizens or permanent residents or are registered California AB540 students. Funding for the latter will be provided only if AB131 is still in effect for the duration of the fellowship.
4. Must have cumulative 3.0 GPA at time of award (i.e., the each payment disbursement) and throughout term of award;
5. Must be enrolled in 12 units throughout term of award.

Individuals from cultural, racial, linguistic, geographic and socioeconomic backgrounds that are currently underrepresented in graduate education are especially encouraged to participate in the program. Departments are encouraged to nominate students who will contribute to the diversity mission of the University.

Students may apply for the GRM in only one doctoral degree program and may receive the award only twice. Note that second awards are made only in exceptional cases.

Cota-Robles awardees may receive a GRM only once in addition to their Cota-Robles 2 (CR2).

A student who receives a UC–HBCU Fellowship is ineligible for the GRM.

Application Procedures

By applying, students understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.

**NOTE:** Applications that do not follow the application procedures listed below will be disqualified and not considered for the fellowship. Revisions to applications after submission are not allowed; no exceptions.

Applicants must be nominated by their department, IDP or school. To apply for nomination, students must go to the 2018–19 Fellowship Application for Continuing Graduate Students site at [www.grad.ucla.edu/asis/flap/apply.htm](http://www.grad.ucla.edu/asis/flap/apply.htm).

There, upload a single PDF of the following documents (except the letter of recommendation) in the order listed.

1. A proposal describing the research question(s) or goal(s) and the scope of the research, the research training and/or activities, and the mentoring and collaborative activities that you and your faculty member will undertake during the award period. The document should be a maximum of four pages, double spaced, inclusive of images, graphs, tables, notes and/or references as appropriate. Minimum font size 11 pt., with at least 1” margins. Pages in excess of four pages will not be forwarded for review.

2. An unofficial transcript that includes Fall Quarter 2017 grades. The transcript printed from MyUCLA is acceptable. Do not submit a Degree
Progress Report (DPR). If Fall Quarter is your first graduate term at UCLA, please include an unofficial transcript from the last college/university attended (even if the last college/university was UCLA).

Students who have incomplete grades that remain unresolved (i.e., “I” grades) must provide a statement explaining the reason for the incomplete(s), the steps that will be taken to resolve the incomplete(s) and the timeline for doing so.

3. Your resume or curriculum vitae.

4. A letter of recommendation from the faculty member who will serve as the mentor.
   - In Step 3 of the online fellowship application process, provide the name and email address of the recommender. The system will then send your recommender an email with instructions as to how to submit the letter online as a PDF document.
   - The mentor should describe the mentor relationship and the project that the student will carry out during the academic year. If a mentoring relationship has already been established between the applicant and faculty member, the letter should distinguish between ongoing and additional mentoring activities that would occur during this period.
   - It will be the student’s responsibility to ensure that the letter has been submitted on time. The online site will provide information about the status of the letter’s upload.
   - The letter of recommendation is due on or before the GRM application deadline. Applications missing letter(s) of recommendation will not be reviewed.

If there is a document that should be in landscape position and it is in portrait position, please rotate it before you upload it.

Incomplete applications will not be accepted nor forwarded for review.

**Employment Exception Request**

GRM awardees wishing to work 26% to 50% time as a Graduate Student Researcher or in a combination of titles as a Graduate Student Researcher and Academic Student Employee (ASE—e.g., Teaching Assistant, Reader) must submit the information listed below three weeks prior to the start of the term in order for the request to be considered.

1. An exception request on the Graduate Division Intranet (Jasmine) via their home department's Student Affairs Officer (SAO)/Staff Graduate Advisor.
2. Supplemental materials to the SAO, who will then forward them to the Fellowships & Financial Services Office:
   - Forward letter (or email) of support from the GRM mentor with **detailed** information on academic benefit to the student and justification as to how the appointment will not impede progress towards the research associated with the GRM (e.g., provide hours to
be spent on research, mentoring, etc.).

- Include student’s explanation to the department chair for the exception request.
- Provide payroll information; dates of employment, compensation, percentage of time.
- **Above 50% employment not permitted.**
- 50% appointments as GSR may be considered.
- 50% appointments as TA or other Academic Student Employee (ASE) title will be denied.
- 50% combination of appointments (25% GSR + 25% TA) may be considered.

Requests for exceptions will not be reviewed unless all documentation has been provided.

### Publicizing Fellowship Awardees
The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

### Contact
Shannon Yu, syu@grad.ucla.edu, (310) 825-3623

### Last Updated
August 2017

### Activating the Graduate Division's Second Year of the Cota-Robles: Cota-Robles2

<table>
<thead>
<tr>
<th><strong>Deadline</strong></th>
<th>June 6, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Decision</strong></td>
<td>July 6, 2018</td>
</tr>
<tr>
<td><strong>Amount</strong></td>
<td>$25,000 stipend plus standard tuition and fees (excluding nonresident supplemental tuition and professional supplemental tuition).</td>
</tr>
<tr>
<td><strong>Eligibility</strong></td>
<td>Kota-Robles awardees activating their second year of Graduate Division funding (Cota-Robles2) may be advanced to candidacy at the time of activation. Awardees must have cumulative 3.0 GPA at time of award (i.e., the each payment disbursement) and throughout term of award; must be enrolled in 12 units throughout term of award; must have received at least two years of home department’s years of Kota-</td>
</tr>
</tbody>
</table>
Robles funding before activating “Cota-Robles2.”

- Students who are also Graduate Research Mentorship (GRM) awardees may not activate Cota Robles 2 (CR2) funding until the completion of GRM funding and demonstration that the home academic department has fulfilled its mandatory two-year funding commitment.

### Procedure

By activating, students understand that they are giving their consent to disclose application information to University officials and to relevant funding committees. Awardees must activate their "Cota-Robles2" via their department or school. To activate, the student:

- goes to the 2018–19 Fellowship Application for Continuing Graduate Students site at [www.grad.ucla.edu/asis/flap/apply.htm](http://www.grad.ucla.edu/asis/flap/apply.htm) and selects “Cota-Robles Awardee Activating CR2”

### Employment Exception Request

Cota Robles2 awardees wishing to work 26% to 50% time as a Graduate Student Researcher or in a combination of titles as a Graduate Student Researcher and Academic Student Employee (ASE; e.g., Teaching Assistant, Reader) must submit the information listed below three weeks prior to the start of the term in order for the request to be considered.

1. An exception request on the Graduate Division Intranet (Jasmine) via their home department’s Student Affairs Officer (SAO)/Staff Graduate Advisor.
2. Supplemental materials to the SAO, who will then forward them to the Fellowships & Financial Services Office:
   - Forward letter (or email) of support from the CR2 mentor with detailed information on academic benefit to the student and justification as to how the appointment will not impede progress towards the research associated with the CR2 (e.g., provide hours to be spent on research, mentoring, etc.).
   - Include student’s explanation to the department chair for the exception request.
   - Provide payroll information; dates of employment, compensation, percentage of time.
   - **Above 50% employment not permitted.**
   - 50% appointments as GSR may be considered.
   - 50% appointments as TA or other Academic Student Employee (ASE) title will be denied.
   - 50% combination of appointments (25% GSR + 25% TA) may be considered.

Exception will not be reviewed unless all documentation is submitted.

### Publicizing Fellowship

The name and home department of fellowship awardees may be published on the...
### Awardees

Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

### Contact

uclafellowship@grad.ucla.edu, (310) 825-1025

### Last Updated

October 2017

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### Dissertation Year Fellowship Program

**Deadline**

Final date of application is determined by your home department; check with your home department accordingly.

Suggested deadline: February 28, 2018

**Decision**

May 25, 2018

**Purpose**

This program is intended to support doctoral students who are **advanced to candidacy at the time of nomination (March 28) and are within one year of completing and filing the dissertation** and planning to start teaching or research appointments soon after the end of their dissertation fellowship year.

**Amount**

$20,000 stipend plus standard tuition and fees (excluding nonresident supplemental tuition and professional degree supplemental tuition).

For 2017–2018, there were approximately 200 fellowships awarded under this program. The number of fellowships for 2018–2019 will depend on available funding.

Among the DYFs offered, up to three may be funded by the following program:

**The Siegfried W. Ulmer Dissertation Year Fellowship**

Up to three fellowships to support the dissertation year of international graduate students from Europe earning their doctoral degree at UCLA and who are in good academic standing. Priority will be given to candidates whose last name or whose mother’s or grandmother’s maiden name is Ulmer, Dehaene, Dalbera or Berenguer. United States citizens with the last name or whose mother’s or grandmother’s maiden name is Haldi are also eligible and are given priority. Each fellowship will offer a $20,000 stipend, mandatory standard tuition and fees (excluding nonresident supplemental tuition and professional degree supplemental tuition).
tuition). This DYF is offered pending funding availability.

**Eligibility**

Eligible applicants are US citizens, permanent residents, international or registered California AB540 students. For international students, funding is subject to fellowship eligibility in regards to visa type. For those under AB540, funding will be provided only if AB131 is still in effect for the duration of the fellowship.

Award recipients should complete all degree requirements within 12 months of beginning their dissertation fellowships and will be required to submit a report of their progress at the midpoint. Failure to submit a progress report by the deadline will result in suspension of payment for subsequent terms.

<table>
<thead>
<tr>
<th>PROGRESS REPORT REQUIREMENT DEADLINES</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Summer Starts</strong></td>
</tr>
<tr>
<td>December 12, 2018</td>
</tr>
</tbody>
</table>

These and the submission and eligibility criteria also apply to Distinguished TA recipients activating their Dissertation Year Fellowship.

**The following minimum standards must be met or the award will be canceled:**

1. Students must be officially advanced to doctoral candidacy at the time they are nominated by their departments (March 28, 2018). “Officially” means ATC documents have been received by the Graduate Division’s Academic Services. Exception: Distinguished TA recipients have until the end of Summer Session C to advance.

2. Students must file their dissertations within 12 months of beginning their fellowships. The thoroughness with which nominees have provided details in their application for completion of their dissertation is an important element in assessing their candidacy for a Dissertation Year Fellowship.

3. No student who has previously received any dissertation fellowship from Graduate Division funds (such as, but not limited to, a Distinguished TA Dissertation Year Fellowship) is eligible for a Dissertation Year Fellowship. Students who have received dissertation funding from other sources of funding specifically for the last year of write-up (e.g., Ford Foundation) also are not eligible.

4. Recipients must be continuously registered and enrolled in at least 12 units during the entire academic year. Registration/enrollment is not required for summer payments. Awardees starting their DYF on July 1 must have been continuously registered/enrolled in the previous Spring and must plan to continuously register/enroll in the following Fall. If not, their summer
funding will be cancelled, and it will have to be repaid.

5. At the time of each payment’s disbursement, recipients must have a cumulative GPA of at least 3.0 and maintain at least a cumulative 3.0 GPA during the entire term of the award.

6. It is expected that students receiving the Dissertation Year Fellowship will not be employed more than 25% time, including those who activate in the summer.

Dissertation Year Fellows are not eligible to receive Graduate Division funding of any kind after the last DYF payment has been issued.

Students may apply for the DYF in only one doctoral degree program.

A student who receives a UC–HBCU Fellowship is ineligible for the DYF.

<table>
<thead>
<tr>
<th>Application Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>By applying, students understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.</td>
</tr>
</tbody>
</table>

**NOTE: Applications that do not follow the application procedures listed below will be disqualified and not considered for the fellowship. Revisions to applications after submission are not allowed; no exceptions.**

Applicants must be nominated by their department, IDP or school. To apply for nomination, students must go to the 2018–19 Fellowship Application for Continuing Graduate Students site at [www.grad.ucla.edu/asis/flap/apply.htm](http://www.grad.ucla.edu/asis/flap/apply.htm).

There, upload a single PDF of the following documents (except the letters of recommendation) in the order listed. If there is a document that should be in landscape position and it is in portrait position, please rotate it before you upload it.

1. The student’s proposed plan for completing the dissertation. Evidence that the student can successfully complete the dissertation in the year of the award is an important factor in the selection process. The student’s name and “Proposed Plan for Completing the Dissertation” should appear at the top of each page. The document should be a maximum of four pages, double spaced, inclusive of images, graphs, tables, notes and/or references as appropriate. Pages in excess of four pages will not be forwarded. Minimum font size 11 pt., with at least 1” margins. The plan should describe or include:

   - A brief abstract that summarizes in a manner appropriate to the subject or discipline:
     - motivation, context and/or foreground for the research;
     - question or hypothesis being addressed;
     - theoretical framework, experimental approach or research methodology;
- preliminary findings;
- innovation, significance and/or impact of the work.

Typically, the abstract is about 150 to a maximum of 300 words in length. It is essential that it be written for faculty who may not be expert in the student’s field of research.

- A brief introduction that provides background and context for the work.
- A research plan that describes the current status of the research and the plan for addressing the remaining research aims/goals to complete the dissertation. This section may include images, graphs, and/or tables, if appropriate.

If applicable, the plan should include information on sampling, instrumentation, data sources and collection, analyses and expected results. A synopsis of preliminary results or analyses may be incorporated as space permits.

- A detailed timeline with projected monthly progress for the remaining research, writing, revision and defense of the dissertation (see “Activation Term Selection” section below).

2. An unofficial transcript that includes Fall Quarter 2017 grades. The transcript printed from MyUCLA is acceptable. Do not submit a Degree Progress Report (DPR).

Students who have incomplete grades that remain unresolved (i.e., “I” grades) must provide a statement explaining the reason for the incomplete(s), the steps that will be taken to resolve the incomplete(s) and the timeline for doing so.

3. The student’s personal statement of career goals after receiving the degree (maximum two pages, double-spaced).

4. The student’s resume or curriculum vitae that includes the following, as appropriate to the discipline:
   - Education (degrees earned and in progress, with dates; date of advancement to doctoral candidacy)
   - Extramural, departmental and Graduate Division awards, prizes and fellowships (include year and amount)
   - Published and submitted manuscripts, if any, while a doctoral student at UCLA. Provide full citations, including start/end pages. Do not include manuscripts in preparation.
   - Conference presentations, if any, while a doctoral student at UCLA. Indicate the conference date and place, and whether it was a poster or
oral presentation. If there are multiple authors, place an asterisk by
the name of the presenter.

• Other creative, academic and professional contributions in the
student’s field, such as performances, exhibits, community and public
service.

5. Two signed letters of reference, one of which must be from the
dissertation chair. References should emphasize academic
accomplishments, degree progress and feasibility of completing the
dissertation within the 12-month period proposed by the applicant. .

• In Step 3 of the online fellowship application process, provide the
name and email address of the recommender. The system will then
send your recommender an email with instructions as to how to
submit the letter online as a PDF document. Repeat this process for
the second recommender.

• It will be the student’s responsibility to ensure that the letters have
been submitted on time. The online site will provide information about
the status of the letter’s upload.

• The letters of recommendation are due on or before the DYF
application deadline. Applications with missing letters of
recommendation will not be reviewed.

Incomplete applications will not be accepted nor forwarded for review.

<table>
<thead>
<tr>
<th>Activation Term Selection</th>
</tr>
</thead>
<tbody>
<tr>
<td>Awardees have the option to select one of three DYF start dates: July 1, October 1 or January 1. Whichever start date is selected, the awardee will have 12 months during which to complete and file the dissertation. In the application, please propose one of these activation dates. This is not a firm commitment but is essential information for reviewers to evaluate the likelihood that the work will be completed within the proposed timeframe.</td>
</tr>
</tbody>
</table>

Note that the DYF award does not override the deadline by which you can file your dissertation nor the fee(s) you will have to pay as a result of when you file. More details can be found in the Standards and Procedures for Graduate Study at UCLA, which is available at www.grad.ucla.edu/gasaa/library/spfgs.pdf.

See the chart below for details of the funding disbursement options for those on the quarter system.

\[
\begin{array}{|c|c|c|c|c|c|c|}
\hline
\text{Option} & \text{Summer} & \text{Fall} & \text{Winter} & \text{Following Spring} & \text{Following Summer} & \text{Following Fall} \\
\hline
1 & \checkmark & \text{Stipend, Tuition/Fees} & \text{Stipend, Tuition/Fees} & \text{Tuition/Fees} & - & - \\
\hline
\end{array}
\]
See the chart below for details of the funding disbursement options for those on the semester system.

X = DYF activated

<table>
<thead>
<tr>
<th>Option</th>
<th>Summer</th>
<th>Fall</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>x</td>
<td>Stipend (1/3), Tuition/Fees</td>
<td>Stipend (1/3), Tuition/Fees</td>
</tr>
<tr>
<td>2</td>
<td></td>
<td>x Stipend (1/2), Tuition/Fees</td>
<td>Stipend (1/2), Tuition/Fees</td>
</tr>
</tbody>
</table>

Preparing a Strong Application

- The proposal should be written so that the work will be understandable and its significance appreciated by faculty who may not be expert in the applicant’s field.
- The proposal should outline, in a manner appropriate to the subject or discipline:
  - question(s), thesis or hypothesis that will be developed;
  - scope of the research and the research approach, plan or methodology;
  - significance, originality and/or and anticipated impact of the work.
- An important review criterion is whether the applicant has provided substantial and compelling evidence that the dissertation can be completed within the funded year.
- Each letter of recommendation should address the merits (e.g., quality, originality, significance) of the scholarship or research, as well as the distinction of the applicant. The letter must clearly state the likelihood the applicant will complete the dissertation within the timeframe described in the applicant’s proposal.

Applying for the Distinguished TA DYF

Distinguished Teaching Assistants (i.e., those selected by UCLA’s Academic Senate) are eligible to apply for the Dissertation Year Fellowship for the coming academic year only. They should meet the eligibility criteria described above except that they have until the end Summer Session C to advance to candidacy.
Distinguished TA DYF applicants should follow the Application Procedures already described.

**Employment Exception Request**

DYF awardees are expected to only work at most at 25% time. In what should be rare circumstances where awardees wish to work 26% to 50% time, they must submit the information listed below three weeks prior to the start of the term in order for the request to be considered. No work appointments above 50% will be allowed.

1. An exception request on the Graduate Division Intranet (Jasmine) via their home department's Student Affairs Officer (SAO)/Staff Graduate Advisor.
2. Supplemental materials (described below) to the SAO, who will then forward them to the Fellowships & Financial Services Office:
   - Forward letter (or email) of support from the dissertation chair with detailed information on academic benefit to the student and justification as to how the appointment will not impede progress towards completing the dissertation (e.g., provide hours to be spent on research, mentoring, etc.).
   - Include student’s explanation to the department chair for the exception request.
   - Provide payroll information; dates of employment, compensation, percentage of time.
   - Provide updated timeline of progress on dissertation writing with projected monthly progress for remaining research, writing, revision and defense of dissertation.
   - **Above 50% employment not permitted.**
   - **50% appointments as GSR may be considered.**
   - **50% appointments as TA or other Academic Student Employee (ASE) title will be denied.**
   - **50% combination of appointments (25% GSR + 25% TA) may be considered.**

**Publicizing Fellowship Awardees**

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

**Contact**

[uclafellowship@grad.ucla.edu](mailto:uclafellowship@grad.ucla.edu), (310) 825-1025

**Last Updated**

October 2017
**Graduate Division Privately Endowed Fellowships**

The following awards are privately endowed and have special eligibility requirements.

| Deadline | Final date of application is determined by your home department; check with your home department accordingly.  
Suggested deadline: January 17, 2018 |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Decision</td>
<td>Beginning in mid-April and continuing through September</td>
</tr>
</tbody>
</table>
| Eligibility (partial) | Unless otherwise stated in the descriptions below, applicants can be master’s or doctoral students, US citizens, permanent residents or international or registered California AB540 students. For international students, funding is subject to fellowship eligibility in regards to visa type. For those under AB540, funding will be provided only if AB131 is still in effect for the duration of the fellowship.  
Recipients must be continuously registered and enrolled in at least 12 units during the entire academic year.  
At the time of the payment disbursement(s), recipients must have a cumulative GPA of at least 3.0 and maintain at least a 3.0 GPA during the entire term of the award(s). |
| Application Procedures | By applying, students understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.  
**NOTE:** Applications that do not follow the application procedures listed below will be disqualified and not considered for the fellowship. Revisions to applications after submission are not allowed; no exceptions.  
Applicants must be nominated by their department, IDP or school. To apply for nomination, students must go to the 2018–19 Fellowship Application for Continuing Graduate Students site at [www.grad.ucla.edu/asis/flap/apply.htm](http://www.grad.ucla.edu/asis/flap/apply.htm).  
There, upload a single PDF of the following documents (except the letter of recommendation) in the order listed.  
If a second letter of recommendation is required, include it after your graduate transcript. If a confirmation of FAFSA submission or a financial statement is required, include it as the last document of your supplemental materials.  
The required documents will include at least the items listed below, and perhaps more depending on the fellowship. Arrange them in the order listed. Be sure to read the confirmation page(s) carefully. Awards are not automatically renewable; |
students must apply yearly.

- An unofficial transcript showing Fall Quarter 2017 grades. The transcript printed from MyUCLA is acceptable. A Degree Progress Report (DPR) is not. **If Fall Quarter is your first graduate term at UCLA, please include an unofficial transcript from the last college/university attended (even if the last college/university was UCLA).**

- A statement of your eligibility for the fellowship(s) for which you are applying (maximum one page for each fellowship, double spaced, no less than 11 pt font and 1” margins).

- A personal statement of your goals, coursework completed and research activities (two pages, double spaced, no less than 11 pt font and 1” margins).

- A resume or curriculum vitae.

- A list of all extramural, departmental and Graduate Division awards you have received, including the year and amount awarded.

- If there is a document that should be in landscape position and it is in portrait position, please rotate it before you upload it.

- One faculty letter of recommendation. Ideally a supportive recommendation will describe the circumstances under which the faculty member has come to know about your work. It will go into detail regarding your unique academic strengths, your degree progress to date, your plans for graduate training at UCLA and your career goals after receiving your degree. It will also refer to your scholarly publications and professional accomplishments.

In Step 3 of the online fellowship application process, provide the name and email address of the recommender. The system will then send your recommender an email with instructions as to how to submit the letter online as a PDF document.

The letter(s) of recommendation are due on or before the Privately Endowed Fellowships’ application deadline. Applications with missing letter(s) of recommendation will not be reviewed.

Applicants to the Gold Shield Alumnae of UCLA, the UCLA Affiliates and the UCLA Faculty Women’s Club Scholarships must submit additional materials. Please see the descriptions below.

**Incomplete applications will not be accepted nor forwarded for review.**

| Exception Request | Awardees of any Privately Endowed Fellowship who wish to work 26% to 50% time as a Graduate Student Researcher or in a combination of titles as a Graduate Student Researcher and Academic Student Employee (ASE; e.g., Teaching Assistant, Reader) must submit the information listed below three weeks prior to the start of the term in order for the request to be considered. |
1. An exception request on the Graduate Division Intranet (Jasmine) via their home department's Student Affairs Officer (SAO)/Staff Graduate Advisor.

2. Supplemental materials (described below) to the SAO, who will then forward them to the Fellowships & Financial Services Office:
   - Include student’s explanation to the department chair for the exception request.
   - Provide payroll information; dates of employment, compensation, percentage of time.
   - **Above 50% employment not permitted.**
   - **50% appointments as GSR may be considered.**
   - **50% appointments as TA or other Academic Student Employee (ASE) title will be denied.**
   - **50% combination of appointments (25% GSR + 25% TA) may be considered.**

**Publicizing Fellowship Awardees**
The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

**Contact**
Chérie Francis, cfrancis@grad.ucla.edu, (310) 206-2557

**Last Updated**
September 2017

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**Rose and Sam Gilbert Fellowship**

**Amount**
Approximately two awards of up to $10,000 each, paid as stipends, which are applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend.

**Eligibility**
For graduate students who attended UCLA as undergraduates for at least two years and participated on men’s or women’s National Collegiate Athletic Association (NCAA) teams (intramural & club teams are ineligible). Eligibility will be verified with UCLA’s Department of Athletics.

**Application Procedures**
Please see description above in the section on Graduate Division Privately Endowed Fellowships.
### Gold Shield Alumnae of UCLA

<table>
<thead>
<tr>
<th><strong>Amount</strong></th>
<th>Three awards of $5,000 each, paid as stipends, which are applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Eligibility</strong></td>
<td>Award is intended to support thesis research by a continuing (at the time of the award) graduate student in one of the four ethnic studies master’s/doctoral programs (African American Studies, American Indian Studies, Asian American Studies or Chicana &amp; Chicano Studies). Applicants must be available in spring quarter for an interview.</td>
</tr>
</tbody>
</table>
| **Application Procedure** | The following supplemental material is required in addition to the ones listed at the start of the section on Privately Endowed Fellowships:  
  - An unofficial copy of your undergraduate transcript showing degree awarded. |

### Gordon Hein Memorial Scholarship

<table>
<thead>
<tr>
<th><strong>Amount</strong></th>
<th>Several awards of up to $5,000 each, paid as stipends, which are applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend. Awards are made on the basis of the student’s financial need during the fellowship year, academic record and the availability of funds.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Eligibility</strong></td>
<td>Students in any field of study who are blind or who have a severe vision impairment. Applicants must submit verification of their condition (e.g., letter from a physician or from the Center for Accessible Education). US citizens and permanent residents should complete a FAFSA form at <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a> and submit a copy of Web Submission Confirmation. AB540 students should complete and submit to the Graduate Division the DREAM Act Application at <a href="https://dream.csac.ca.gov/Default.aspx">https://dream.csac.ca.gov/Default.aspx</a>. International students should complete the UCLA Financial Statement at <a href="http://www.grad.ucla.edu/gss/library/taxintro.htm">www.grad.ucla.edu/gss/library/taxintro.htm</a> and submit a copy of the statement with the application.</td>
</tr>
<tr>
<td><strong>Application Procedures</strong></td>
<td>Please see description above in the section on Graduate Division Privately Endowed Fellowships.</td>
</tr>
<tr>
<td>Scholarship Name</td>
<td>Amount</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Graduate Student Financial Support</td>
<td>One award of up to $10,000, paid as a stipend, which is applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend.</td>
</tr>
<tr>
<td>Dr. Ursula Mandel Scholarship</td>
<td>Several awards of up to $15,000 each, paid as stipends, which are applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend.</td>
</tr>
<tr>
<td>Mangasar M. Mangasarian Scholarship Fund</td>
<td>Several awards of up to $10,000 each, paid as stipends, which are applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend. The awards are made on the basis of candidates’ academic record and availability of funds.</td>
</tr>
<tr>
<td>Scholarship Fund</td>
<td>Amount</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Paulson Scholarship Fund</td>
<td>One or more awards of up to $6,000, paid as a stipend, which is applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend.</td>
</tr>
<tr>
<td>Will Rogers Memorial Fellowship</td>
<td>Several awards of up to $10,000 each, paid as stipends, which are applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend.</td>
</tr>
<tr>
<td>Charles F. Scott Fellowship</td>
<td>This fellowship consists of several awards of up to $15,000 each, paid as stipends, which are applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend.</td>
</tr>
</tbody>
</table>
leadership in national, state or local governmental administration.

| Application Procedures | Please see description above in the section on Graduate Division Privately Endowed Fellowships. |

**Werner R. Scott Fund**

| Amount | One or more awards of up to $8,000, paid as a stipend, which is applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend. |
| Eligibility | Residents of Hawaii who have demonstrated financial need, with preference given to a Caucasian graduate student who is a resident of Hawaii. US citizens and permanent residents should complete a FAFSA form at www.fafsa.ed.gov and submit a copy of Web Submission Confirmation. AB540 students should complete and submit to the Graduate Division the DREAM Act Application at https://dream.csac.ca.gov/Default.aspx. |
| Application Procedures | Please see description above in the section on Graduate Division Privately Endowed Fellowships. |

**Malcolm R. Stacey Memorial Scholarship**

<p>| Amount | Several awards of up to $5,000 each, paid as stipends, which are applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend. Amount of award is based on financial need during the fellowship year, as determined by the Financial Aid &amp; Scholarships Office. US citizens and permanent residents should complete a FAFSA form at <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a> and submit a copy of Web Submission Confirmation. AB540 students should complete and submit to the Graduate Division the DREAM Act Application at <a href="https://dream.csac.ca.gov/Default.aspx">https://dream.csac.ca.gov/Default.aspx</a>. International students should complete the UCLA Financial Statement at <a href="http://www.grad.ucla.edu/gss/library/taxintro.htm">www.grad.ucla.edu/gss/library/taxintro.htm</a>. |
| Eligibility | Engineering graduate students with preference given to Jewish graduate students in some field of aeronautics. |
| Application | Please see description above in the section on Graduate Division Privately Endowed Fellowships. |</p>
<table>
<thead>
<tr>
<th>Procedures</th>
<th>Endowed Fellowships.</th>
</tr>
</thead>
</table>

**UCLA Affiliates Scholarships**

**Description**
These scholarships are awarded on the basis of academic credentials, a statement of career goals and/or research activities, campus and community activities, faculty recommendations and a personal interview. Recipients are selected by a committee of the Affiliates of UCLA. Students must be available during Spring Quarter for an interview.

**Amount**
Several scholarships of $5,000 each, paid as stipends, which are applied to standard tuition unless the awardee has another tuition-payment source. If there is another tuition-payment source, this award will pay out as a stipend.

**Application Procedure**
Students from most schools, including the Anderson Graduate School of Management (PhD program only), the School of Arts & Architecture, and the Herb Alpert School of Music, should apply through their department, which may nominate them to the Graduate Division. Please select “UCLA Affiliates” on the Fellowship Application form if you wish to apply for this fellowship.

Students from the School of Theater, Film and Television; Law; Medicine; and Dentistry should apply only through their respective schools.

The following supplemental materials are required in addition to the ones listed at the start of the section on Privately Endowed Fellowships:

- An unofficial copy of your undergraduate transcript showing degree awarded
- An additional letter of recommendation (for a total of two). In Step 3 of the online fellowship application process, provide the name and email address of the recommender. The system will then send your recommender an email with instructions as to how to submit the letter online as a PDF document. Repeat this process for the second recommender.
- The recommenders will not need to email anything to the department Student Affairs Officer.
- It will be the student’s responsibility to ensure that the letters have been submitted on time.
- Include your name, address and local contact telephone number

**UCLA Faculty Women’s Club Scholarships**

**Amount**
Several graduate scholarships up to $3,000 each, paid as stipends, which are applied to standard tuition unless the awardee has another tuition-payment
source. If there is another tuition-payment source, this award will pay out as a stipend.

<table>
<thead>
<tr>
<th>Eligibility</th>
<th>UCLA Faculty Women’s Club (FWC) Scholarships are offered to males and females in any area of study that is within the UCLA Graduate Division. Although there are several scholarships available through the FWC, applicants only need to complete the general FWC Scholarships application.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Continuing graduate students are encouraged to apply.</td>
</tr>
<tr>
<td></td>
<td>• Students must have at least a 3.5 GPA to apply.</td>
</tr>
<tr>
<td></td>
<td>• Applicants must also demonstrate financial need, as determined by the Financial Aid &amp; Scholarships Office. US citizens and permanent residents should complete a FAFSA form at <a href="http://www.fafsa.ed.gov">www.fafsa.ed.gov</a> and submit a copy of Web Submission Confirmation. AB540 students should complete and submit to the Graduate Division the DREAM Act Application at <a href="https://dream.csac.ca.gov/Default.aspx">https://dream.csac.ca.gov/Default.aspx</a>. International students should complete the UCLA Financial Statement at <a href="http://www.grad.ucla.edu/gss/library/taxintro.htm">www.grad.ucla.edu/gss/library/taxintro.htm</a>.</td>
</tr>
<tr>
<td></td>
<td>• Applicants must be available for an in-person interview in the Spring. Skype, tele- or videoconferencing, and other forms of interviews are not permitted.</td>
</tr>
<tr>
<td></td>
<td>• Students on in-absentia status at time of application are not eligible to apply.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Application Procedure</th>
<th>The following supplemental materials are required in addition to the ones listed at the start of the section on Privately Endowed Fellowships:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• An unofficial copy of your undergraduate transcript showing degree awarded</td>
</tr>
<tr>
<td></td>
<td>• An additional letter of recommendation (for a total of two). In Step 3 of the online fellowship application process, provide the name and email address of the recommender. The system will then send your recommender an email with instructions as to how to submit the letter online as a PDF document. Repeat this process for the second recommender.</td>
</tr>
<tr>
<td></td>
<td>• The recommenders will not need to email anything to the department Student Affairs Officer.</td>
</tr>
<tr>
<td></td>
<td>• It will be the student’s responsibility to ensure that the letters have been submitted on time.</td>
</tr>
<tr>
<td></td>
<td>• Include your name, address and local contact telephone number</td>
</tr>
</tbody>
</table>

| Further Information | [uclafwc.bol.ucla.edu](http://uclafwc.bol.ucla.edu) |
# Doctoral Student Travel Grants for Conferences, Professional Development and Off-Campus Research (DTG)

Information subject to revision.

<table>
<thead>
<tr>
<th><strong>Purpose</strong></th>
<th>To encourage eligible doctoral students to present their work and network at conferences in their field, to support travel associated with off-campus research and to enable students to take advantage of off-campus professional development opportunities.</th>
</tr>
</thead>
</table>
| **Deadlines** | **Airfare & conference registration:** Reimbursement can be provided in advance of the departure date or within 45 days after the travel has been completed.  
**All other expenses:** Reimbursement must be requested within a reasonable amount of time, not to exceed 45 days after travel has been completed. |
| **Amount** | $1,000 ($100 minimum for each reimbursement request)  
Each eligible new and continuing doctoral student will be provided up to $1,000 total reimbursement that can be used, in whole or in part, at any time through the student’s seventh year in the doctoral program, as long as the student and the activities meet the eligibility requirements.  
Students who were awarded the Dissertation Year Fellowship (DYF) in 2016–17 or earlier will not be eligible for this program. Once the DYF funding has ended, the student is no longer eligible. |
| **Eligibility** | - Doctoral students with PhD, DEnv, DrPH and DMA degree objectives are eligible. Students enrolled in the Medicine MD, Dentistry DDS, and Law JD programs are not eligible. Students in self-supporting programs (e.g., EdD, MBA) are not eligible.  
- US citizens, permanent residents, international or registered California AB540 students. For international students, funding is subject to fellowship eligibility in regards to visa type. For those under AB540, funding will be provided only if AB131 is still in effect for the duration of the fellowship.  
- Doctoral students may or may not be advanced to candidacy at the time of travel.  
- Students must engage in the activity and seek reimbursement within seven years of entering the doctoral program. Students in their eighth doctoral year and beyond are not eligible for this funding.  
- **Student must not have any unresolved incompletes (I grades) on record at the time the travel took place.**  
- Student must have been registered/enrolled in a minimum of 12 units during the academic term in which the research/travel/professional |
activity took place and for which reimbursement is being requested. For summer travel, the student must have met this requirement in the previous Spring quarter and register/enroll in the subsequent fall. *In absentia* registration is acceptable.

- Students on Filing Fee are not eligible for reimbursement of expenses incurred while on Filing Fee. Students cannot request reimbursement for expenses incurred during an approved leave of absence, while lapsed (unapproved leave), or after withdrawing from the university.
- Student must complete the *Graduate Division General Conditions for Student Travel* ([https://grad.ucla.edu/asis/stusup/travelcndtns.pdf](https://grad.ucla.edu/asis/stusup/travelcndtns.pdf)) and submit with the relevant application form available [here](https://grad.ucla.edu/asis/stusup/travelcndtns.pdf).

**Continuing students:**

- Students who have already been awarded travel funds through the Cota-Robles2, the Graduate Summer Research Mentorship (GSRM), the Graduate Research Mentorship (GRM), the Research Travel Grant Program and/or the conference/travel research funding from their department that utilized Graduate Division funds will be eligible for the difference between $1,000 and the total of those travel awards. For example, Susie Bruin received $500 reimbursement from her GRM and $200 from her department’s Graduate Division travel awards. She may still receive $300 through this reimbursement program.

### Allowable Expenses

Students must meet UCLA travel policies ([www.travel.ucla.edu](http://www.travel.ucla.edu)).

Expenses may include:

- Airfare
- Transportation
- Lodging (at a commercial venue; no stays at someone’s home)
- Meals will be reimbursed on an actual basis, subject to the prevailing campus limit (currently $74) for each full day on travel status. The Graduate Division requires receipts. Flat rate (per diem) reimbursement is not possible.
- Conference/Workshop registration and fees (which may include meals for participants)

Expenses may *not* include:

- Computer or other electronics or equipment (e.g., MP3 player, camera)
- Alcoholic beverages
- Groceries
- Transcription services
- Dissertation editing
- Tuition and/or fees for credit-bearing courses
- Recreation/social events
- Incidentals during trip
Graduate Student Financial Support

- Supplies, materials & other costs associated with the research or professional development activity (e.g., software, printing and reproduction, flash drive, etc.)
- Payment to participants or research study subjects

**Student Procedures**

By participating, students understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.

Submit completed [application](#) directly to Graduate Division Fellowships and Financial Services, 1228 Murphy Hall or [uclafellowship@grad.ucla.edu](mailto:uclafellowship@grad.ucla.edu), no later than the stated deadline. Also submit the completed [Graduate Division General Conditions for Student Travel](https://grad.ucla.edu/asis/stusup/travelcndtns.pdf). A complete application will include the following:

- Name of the conference or workshop, or the institution/location where the research was conducted
- Travel timeline or itinerary
- For presenters: title, authors (include affiliations if different from the student’s UCLA department/program), and either the accepted/published abstract of the work presented (if applicable) or a brief (150 words or less) synopsis.
- For participants in workshops or related professional development activities: provide a brief (150 words or less) explanation of the professional development training or activities.
- For field research: Provide a (150 words or less) synopsis of the work and justification for the travel.
- Indicate the total costs for the travel, any other sources of funding for the travel (e.g., department funds, research grants), and the amount being requested from the Graduate Division.
- Original receipts or photocopies are acceptable.
- Receipts that are not in English must be translated in order to qualify for reimbursement.
- Actual daily currency exchange rates must be provided if you are submitting receipts in non-US currency. Use sites such as [www.oanda.com](http://www.oanda.com) and select the relevant dates for each expense.
- Faculty mentor’s signature on the application form

**How Student Receives the Award**

Funds are reimbursed in the form of a fellowship stipend. For international students, this means that appropriate taxes will be withheld.

**Contact**

Fellowships and Financial Services, 1228 Murphy Hall  
(310) 825-1025, [gdsupport@grad.ucla.edu](mailto:gdsupport@grad.ucla.edu)

**Last Updated**

August 2017
Campus Fellowships Offered in Specific Disciplines

The following programs are offered by academic departments and centers at UCLA. This list is not exhaustive and is provided for informational purposes only. The Graduate Division does not accept responsibility for any information here that might differ from that of the department or center. Students should check with the department or center to confirm award descriptions, eligibility and deadlines.

By applying, students understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.

<table>
<thead>
<tr>
<th>The George and Sakaye Aratani Fellowship</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Deadline</strong></td>
</tr>
<tr>
<td><strong>Amount</strong></td>
</tr>
<tr>
<td><strong>Eligibility</strong></td>
</tr>
</tbody>
</table>
| **Contact**                              | UCLA Paul I. and Hisako Terasaki Center for Japanese Studies  
Noël Shimizu  
(310) 825-4500  
japancenter@international.ucla.edu  
www.international.ucla.edu/japan/internalfunding |

<table>
<thead>
<tr>
<th>The George and Sakaye Aratani Field Experience Scholarship</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Deadline</strong></td>
</tr>
<tr>
<td><strong>Purpose</strong></td>
</tr>
<tr>
<td><strong>Amount</strong></td>
</tr>
<tr>
<td><strong>Eligibility</strong></td>
</tr>
</tbody>
</table>
| **Contact**                                  | UCLA Paul I. and Hisako Terasaki Center for Japanese Studies  
Noël Shimizu |
The Hans H. Baerwald Graduate Student Fellowship

<table>
<thead>
<tr>
<th>Deadline</th>
<th>March 1, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Purpose</td>
<td>To support a UCLA graduate student in a Japanese Studies field</td>
</tr>
<tr>
<td>Amount</td>
<td>Up to $8,000</td>
</tr>
<tr>
<td>Eligibility</td>
<td>UCLA graduate student in a Japanese Studies field</td>
</tr>
</tbody>
</table>
| Contact    | UCLA Paul I. and Hisako Terasaki Center for Japanese Studies  
             Noël Shimizu  
             (310) 825-4500  
             japancenter@international.ucla.edu  
             www.international.ucla.edu/japan/internalfunding |

Elizabeth Blackwell, MD Award

<table>
<thead>
<tr>
<th>Deadline</th>
<th>April 2, 2018, midnight (PST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>One $1,000 award</td>
</tr>
<tr>
<td>Description</td>
<td>This award recognizes an outstanding research report, master’s thesis, dissertation or published article related to women and health or women in health-related endeavors. It is named for Elizabeth Blackwell, MD, the first woman to graduate from medical school and made possible by the generosity of Dr. Barbara “Penny” Kanner.</td>
</tr>
</tbody>
</table>
| Eligibility    | • Applicant must be currently registered in a graduate program at UCLA.  
                 • The research report, master’s thesis, dissertation or published article must have been written while the applicant was enrolled in a UCLA graduate program.  
                 • Multi-authored articles will be considered if the applicant can demonstrate a significant contribution to the research.  
                 • Students who are qualified under the CA Dream Act of 2011 are eligible to apply. Find detailed information on the Dream Act at |

(310) 825-4500  
japancenter@international.ucla.edu  
www.international.ucla.edu/japan/internalfunding
Applicants receiving financial aid are urged to consult with the Financial Aid and Scholarships Office about the potential effect of this award on their financial aid package.

**Application Procedure**

The application requires the following documents:

- Research report or an abstract/summary of a master’s thesis, dissertation or published article (maximum 6 single-spaced pages)
  
  a. For published or accepted work, the committee will accept the published abstract and excerpts from the material to total no more than the allotted length of 6 pages in lieu of a written summary

- Curriculum vitae
- Unofficial UCLA transcripts
- Two letters of recommendation from faculty members of any university.

The online application can be found at [https://csw.ucla.edu/funding/graduate-students/](https://csw.ucla.edu/funding/graduate-students/).

**Contact**

Center for the Study of Women  
1500 Public Affairs Building  
(310) 825-0590  
csw@csw.ucla.edu

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**Center for European and Russian Studies (CERS) Ernst Adolf Marum Fellowships for UCLA Entering and Continuing Graduate Students**

**Deadline**  
March 18, 2018, 11:59pm (PDT) (check [CERS funding page](https://csw.ucla.edu/funding/graduate-students/) for up-to-date information before applying)

**Amount**  
Up to $15,000

**Description**  
CERS awards annual stipends of up to $15,000 for two to three UCLA entering or continuing graduate students in any field of study

**Eligibility**  
Applicants must be German citizens and hold a bachelor’s degree from a German university. To receive the fellowship, entering students must first be admitted to a graduate or professional program at UCLA. Continuing UCLA graduate or professional school students must be in good academic standing in order to be eligible for the fellowship. Prospective fellows are selected on the basis of academic achievement, quality of proposed course of study, and strength of recommendations.
### Application Procedure

All applications must be completed online, and all materials, including letters of recommendation, must be submitted through the online application portal by the advertised deadline. Late or incomplete applications will not be considered for funding.

Applicants are required to submit:

- A CV (no more than three pages)
- Statement of purpose (no more than three pages)
- Transcripts
- Two academic letters of recommendation from professors who are familiar with the applicant’s written work and research or professional experience

Information and application portal link:

[http://international.ucla.edu/euro/funding/184280](http://international.ucla.edu/euro/funding/184280)

### Contact

Liana Grancea, Executive Director  
Center for European and Russian Studies  
(310) 825-8030  
lgrancea@international.ucla.edu

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### Center for European and Russian Studies (CERS) Summer Dissertation/Pre-Dissertation Fellowships

<table>
<thead>
<tr>
<th>Deadline</th>
<th>March 4, 2018, 11:59pm (PST) (check CERS funding page for up-to-date information before applying)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>Up to $5,000</td>
</tr>
<tr>
<td>Description</td>
<td>CERS awards summer pre-dissertation and dissertation fellowships to UCLA graduate students to conduct research abroad in European or Russian studies.</td>
</tr>
<tr>
<td>Eligibility</td>
<td>Graduate students working on Europe or Russia. Priority is given to projects that focus on the 19th, 20th and 21st centuries; however, all projects of serious academic merit that focus on Europe or Russia will be considered. Project descriptions must demonstrate how the project will advance knowledge of European or Russian societies, histories or cultures.</td>
</tr>
</tbody>
</table>
| Application Procedure | All applications must be completed online, and all materials, including letters of recommendation, must be submitted through the online application portal by the advertised deadline. Late or incomplete applications will not be considered for funding.  
Applicants are required to submit:  
- A CV (no more than three pages)  
- An abstract of their research project (no more than 100 words) |
- A description of the proposed summer research project (no more than two pages). This description should include a detailed outline of the research agenda and how the grant would further it.
- An itemized budget
- Two academic letters of recommendation. One of the letters of recommendation should be from the student’s principal advisor.

Information and application portal link:
http://international.ucla.edu/euro/funding/156750

Contact
Liana Grancea, Executive Director
Center for European and Russian Studies
(310) 825-8030
lgrancea@international.ucla.edu

| Center for European and Russian Studies (CERS) Summer Language Study Grants |
|-------------------------------|-------------------------------------------------------------------|
| **Deadline**                  | March 4, 2018, 11:59pm (PST) (check CERS funding page for up-to-date information before applying) |
| **Amount**                    | Up to $3,000 |
| **Description**               | CERS awards summer language study grants to UCLA graduate students to study a European or Russian language as part of their research preparation. |
| **Eligibility**               | Graduate students working on Europe and Russia. Priority is given to projects that focus on the 19th, 20th and 21st centuries; however, all projects of serious academic merit that focus on Europe or Russia will be considered. Project descriptions must demonstrate how the project will advance knowledge of European or Russian societies, histories or cultures. |
| **Application Procedure**     | All applications must be completed online, and all materials, including letters of recommendation, must be submitted through the online application by the advertised deadline. Late or incomplete applications will not be considered for funding. Applicants are required to submit: |
|                              | • A CV (no more than three pages) |
|                              | • An abstract of their research project (no more than 100 words) |
|                              | • A description of the summer language program and how it will help further the applicant’s research (no more than three pages) |
|                              | • An itemized budget |
|                              | • Two academic letters of recommendation. One of the letters should also |
evaluate the student’s level of proficiency in the language to be studied.

Information and application portal link:
http://international.ucla.edu/euro/funding/159538

<table>
<thead>
<tr>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liana Grancea, Executive Director</td>
</tr>
<tr>
<td>Center for European and Russian Studies</td>
</tr>
<tr>
<td>(310) 825-8030</td>
</tr>
<tr>
<td><a href="mailto:lgrancea@international.ucla.edu">lgrancea@international.ucla.edu</a></td>
</tr>
</tbody>
</table>

**Center for Medieval & Renaissance Studies (CMRS): Ahmanson Research Fellowships for the Study of Medieval and Renaissance Books and Manuscripts**

<table>
<thead>
<tr>
<th>Anticipated Deadline</th>
<th>March 1, 2018 for fellowships to be taken between July 1, 2018 and June 30, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>$2,500/month for up to three months.</td>
</tr>
<tr>
<td>Eligibility</td>
<td>Graduate students or scholars holding a Ph.D. who are engaged in graduate-level, post-doctoral or independent research are invited to apply. The fellowships support the use of the extensive medieval and Renaissance monographic and manuscript holdings in UCLA Library Special Collections, which primarily are organized into collections such as the Ahmanson–Murphy Collection of the Aldine Press; the Ahmanson–Murphy Collection of Early Italian Printing; the Elmer Belt Library of Vinciana; the Orsini Family Papers; the Medieval and Renaissance Manuscripts Collection; the Richard and Mary Rouse Collection of Medieval and Renaissance Manuscripts and Early Printed Books; the Medieval and Renaissance Arabic and Persian Medical Manuscripts. Please note that housing and office space are not provided for Fellows.</td>
</tr>
<tr>
<td>Additional Requirements</td>
<td>To accept the award, non-UCLA graduate students will be required to obtain Visiting Graduate Researcher status and pay the associated fees; students from other University of California campuses may be able to come to UCLA as Intercampus Exchange Students. Independent PhD scholars or those holding faculty positions at other institutions must obtain approval as Visiting Scholars or Researchers from the Academic Personnel Office in order to accept the award. CMRS staff will assist you with this process. Non-US citizens must obtain an appropriate visa.</td>
</tr>
<tr>
<td>Application Procedure</td>
<td>The application should include:</td>
</tr>
<tr>
<td></td>
<td>• Cover letter</td>
</tr>
<tr>
<td></td>
<td>• Curriculum vitae</td>
</tr>
</tbody>
</table>

Graduate Student Financial Support
- Outline of research and special collections to be used (two pages maximum, single spaced)
- Dates to be spent in residence
- Two letters of recommendation from faculty or other scholars familiar with the research project

Application materials may be submitted by e-mail (PDF format preferred) to cmrs@humnet.ucla.edu or by mail to:
UCLA Center for Medieval and Renaissance Studies
Attention: Ahmanson Fellowships
302 Royce Hall
Box 951485
Los Angeles, CA 90095-1485

**Contact**
Karen Burgess
310-825-2043
kburgess@ucla.edu
www.cmrs.ucla.edu

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**Center for Medieval & Renaissance Studies (CMRS): Conference Travel Grants**

<table>
<thead>
<tr>
<th>Deadline</th>
<th>Rolling, please apply at least two weeks in advance of travel departure date.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>Up to $1,000; only once per applicant per academic year</td>
</tr>
<tr>
<td>Eligibility</td>
<td>The Center offers funding in the form of travel reimbursement for UCLA graduate students to attend conferences, symposia, or professional meetings, to present research or scholarly papers on any topic in the field of Medieval and Renaissance Studies.</td>
</tr>
<tr>
<td>Application Procedure</td>
<td>Please apply at least two weeks in advance of travel departure date and send the following materials to Massimo Ciavolella, CMRS Director, at <a href="mailto:ciavolel@humnet.ucla.edu">ciavolel@humnet.ucla.edu</a>:</td>
</tr>
<tr>
<td></td>
<td>- Letter of request describing the conference to be attended</td>
</tr>
<tr>
<td></td>
<td>- Name of the paper or project that will be presented</td>
</tr>
<tr>
<td></td>
<td>- Budget of travel expenses for which reimbursement is requested (note: mileage in excess of 250 miles cannot be reimbursed)</td>
</tr>
</tbody>
</table>
| Contact          | Karen Burgess
|                  | 310-825-2043

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Graduate Student Financial Support
**Center for Medieval & Renaissance Studies (CMRS): Graduate Student Researchers**

<table>
<thead>
<tr>
<th>Deadline</th>
<th>April 16, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>Salary depends upon the student’s academic level and previous experience at UCLA</td>
</tr>
<tr>
<td>Eligibility</td>
<td>Each year the Center awards Research Assistantships on a competitive basis to UCLA graduate students working in the field of Medieval and Renaissance Studies at UCLA. During the academic year, recipients are assigned to work with faculty members on research and publication projects.</td>
</tr>
</tbody>
</table>
| Application Procedure | UCLA graduate students wishing to be considered for CMRS Research Assistantships must submit the following by mail or email:  
  - Cover letter stating that he/she is applying for a CMRS Research Assistantship  
  - Statement of Purpose (three pages maximum; no required format) describing the applicant’s academic and career goals and how a Research Assistantship for CMRS will help attain those goals  
  - Curriculum vitae (CV)  
  - Transcripts, graduate level only (unofficial copies are acceptable)  
  - Three letters of recommendation  
  - If emailing the application, use “RA Application” in the subject line  

| Contact           | UCLA Center for Medieval and Renaissance Studies  
  Attention: RA Coordinator  
  302 Royce Hall, 10745 Dickson Plaza  
  Los Angeles, California 90095-1485  
  310-825-1880  
  cmrs@humnet.ucla.edu |

**Center for Medieval & Renaissance Studies (CMRS): Research and Study Travel Grants**

<p>| Deadline          | Rolling, please apply at least two weeks in advance of travel departure date. |</p>
<table>
<thead>
<tr>
<th>Amount</th>
<th>Up to $2,500; only once per applicant per academic year</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Eligibility</strong></td>
<td>The Center offers funding in the form of travel reimbursement for UCLA graduate students to travel within the US or abroad for the purpose of research in any area of Medieval and Renaissance Studies or to attend an educational program or class directly related to the student’s academic training in the field of Medieval and Renaissance Studies.</td>
</tr>
<tr>
<td><strong>Application Procedure</strong></td>
<td>Please apply at least two weeks in advance of travel departure date and send the following materials to Massimo Ciavolella, CMRS Director, at <a href="mailto:ciavolel@humnet.ucla.edu">ciavolel@humnet.ucla.edu</a>:</td>
</tr>
<tr>
<td></td>
<td>• Letter of request describing the research work to be done or the program/class</td>
</tr>
<tr>
<td></td>
<td>• Budget of travel expenses for which reimbursement is requested (note: mileage in excess of 250 miles cannot be reimbursed)</td>
</tr>
<tr>
<td><strong>Contact</strong></td>
<td>Karen Burgess</td>
</tr>
<tr>
<td></td>
<td>310-825-2043</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:kburgess@ucla.edu">kburgess@ucla.edu</a></td>
</tr>
<tr>
<td></td>
<td><a href="http://www.cmrs.ucla.edu">www.cmrs.ucla.edu</a></td>
</tr>
</tbody>
</table>

**Center for Medieval and Renaissance Studies (CMRS): Romani Fellowship**

<table>
<thead>
<tr>
<th>Deadline</th>
<th>Not offered for 2018–19.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Amount</strong></td>
<td>$20,000 stipend. Funding for student fees, tuition and other expenses must be provided by the recipient’s academic department or other sources.</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>The George T. and Margaret W. Romani Fellowship is awarded to an outstanding graduate student nominated by his or her academic department. Nominees must express a commitment to pursuing studies in some aspect of the Middle Ages or Renaissance and must be studying under the mentorship of a faculty member of CMRS.</td>
</tr>
<tr>
<td><strong>Eligibility</strong></td>
<td>UCLA newly admitted and continuing graduate students as well as graduate students from other universities who have been invited to study at UCLA for a full academic year</td>
</tr>
<tr>
<td><strong>Nomination</strong></td>
<td>To be considered for the award, students must be nominated by their academic</td>
</tr>
<tr>
<td><strong>Procedure</strong></td>
<td></td>
</tr>
<tr>
<td>----------------</td>
<td>----------------------------------</td>
</tr>
<tr>
<td></td>
<td>Department. The Department Chair must submit a letter of nomination. Departments may nominate up to two students a year. The letter of nomination should include:</td>
</tr>
<tr>
<td></td>
<td>• A description of why the student is being nominated for the award, including an account of the student’s prospects for success in research and scholarship</td>
</tr>
<tr>
<td></td>
<td>• The name of the faculty member who will be the student’s mentor in Medieval and/or Renaissance Studies. The faculty member should be an active member of the Center for Medieval and Renaissance Studies</td>
</tr>
<tr>
<td></td>
<td>• The department’s commitment to provide funding for the student’s fees and other expenses</td>
</tr>
<tr>
<td></td>
<td>In addition to the letter of nomination from the Department Chair, the student or the department (on behalf of the student) must submit</td>
</tr>
<tr>
<td></td>
<td>• Short statement (one page) written by the student describing his/her interests in the field of Medieval and/or Renaissance Studies and academic goals</td>
</tr>
<tr>
<td></td>
<td>• One letter of recommendation from a teacher or faculty member familiar with the student’s academic work</td>
</tr>
<tr>
<td></td>
<td>• Copy of the student’s transcripts (university level only)</td>
</tr>
<tr>
<td></td>
<td>Send the letter of nomination and other materials to:</td>
</tr>
</tbody>
</table>
|                | Professor Massimo Ciavolella  
|                | Director, Center for Medieval and Renaissance Studies  
|                | 302 Royce Hall  
|                | Campus Mailcode 148503 |
|                | Or email nomination letter to cmrs@humnet.ucla.edu; please use “Romani Fellowship Nomination” as the subject line. |

<table>
<thead>
<tr>
<th><strong>Contact</strong></th>
<th><strong>Center for Medieval and Renaissance Studies (CMRS): Lynn and Maude White Fellowship</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td><strong>Anticipated Deadline</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Amount</strong></td>
</tr>
<tr>
<td><strong>Eligibility</strong></td>
<td>UCLA graduate students advanced to PhD candidacy. The fellowship supports dissertation research in any aspect of Medieval or Renaissance Studies. The student will be expected to engage in full-time dissertation research and writing during the fellowship year.</td>
</tr>
<tr>
<td>----------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
</tr>
</tbody>
</table>
| **Application Procedure** | The application should include:  
  - Cover letter  
  - Curriculum vitae  
  - Five-page (single spaced) research proposal describing the project  
  - Three letters of recommendation from faculty or other scholars familiar with the applicant’s work; one of these letters should be from the applicant’s dissertation advisor  
  
  Application materials may be submitted by e-mail (PDF format preferred) to cmrs@humnet.ucla.edu or by mail to:  
  UCLA Center for Medieval and Renaissance Studies:  
  Attention: Lynn and Maude White Fellowship Coordinator  
  302 Royce Hall  
  Box 951485  
  Los Angeles, CA 90095-1485 |
| **Contact** | Karen Burgess  
  310-825-2043  
  kburgess@ucla.edu  
  www.cmrs.ucla.edu |

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**Center for 17th- & 18th-Century Studies & William Andrews Clark Memorial Library: American Society for Eighteenth-Century Studies (ASECS)/Clark Fellowships**

<table>
<thead>
<tr>
<th><strong>Deadline</strong></th>
<th>February 1, 2018</th>
</tr>
</thead>
</table>
| **Amount** | Awards are for one month of residency.  
  Stipend: $3,000 for the month of residency. |
| **Eligibility** | Fellowships jointly sponsored by the American Society for Eighteenth-Century Studies (ASECS) and the Center/Clark are available to ABD graduate students with projects in the Restoration or the 18th century. Fellowship holders must be members in good standing of ASECS. |
| **Application Procedure** |  
  - Apply online at www.1718.ucla.edu/research/graduate/  
  - Three scholarly references should be submitted directly from the referee’s academic email address to our fellowship coordinator at ortiz@humnet.ucla.edu |
| **Contact** | Myrna Ortiz  
Fellowship Coordinator  
UCLA Center for 17\(^{th}\) and 18\(^{th}\) Century Studies  
310 Royce Hall, Box 951404  
Los Angeles, CA 90095-1404  
(310) 206-8552  
Fax: (310) 206-8577  
ortiz@humnet.ucla.edu  
www.1718.ucla.edu |

| **Center for 17\(^{th}\)- & 18\(^{th}\)-Century Studies & William Andrews Clark Memorial Library: Clark Dissertation Fellowships** |
| **Deadline** | February 1, 2018 |
| **Amount** | Awards are for nine months during the academic year.  
Stipend: $18,000 plus fixed graduate fees, excluding nonresident tuition |
| **Eligibility** | One or two fellowships are awarded each year to UCLA doctoral candidates whose dissertation involves extensive research in the Clark Library’s holdings |
| **Application Procedure** | • Apply online at [www.1718.ucla.edu/research/graduate/](http://www.1718.ucla.edu/research/graduate/)  
• Three scholarly references should be submitted directly from the referee’s academic email address to our fellowship coordinator at ortiz@humnet.ucla.edu |

| **Contact** | Myrna Ortiz  
Fellowship Coordinator  
UCLA Center for 17\(^{th}\) and 18\(^{th}\) Century Studies  
310 Royce Hall, Box 951404  
Los Angeles, CA 90095-1404  
(310) 206-8552  
Fax: (310) 206-8577  
ortiz@humnet.ucla.edu  
www.1718.ucla.edu |

| **Center for 17\(^{th}\)- & 18\(^{th}\)-Century Studies & William Andrews Clark Memorial Library: Graduate Student Researchers** |
| **Deadline** | Call for Applications sent out in Spring quarter preceding the academic year of the award |
### Graduate Student Financial Support

<table>
<thead>
<tr>
<th><strong>Amount</strong></th>
<th>Salary depends upon the student’s academic level and previous experience at UCLA</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Eligibility</strong></td>
<td>The Center offers financial support in the form of research assistantships to several UCLA graduate students every year. Research assistants participate in research projects of core faculty members and take part in Center and Clark activities.</td>
</tr>
<tr>
<td><strong>Application Procedure</strong></td>
<td>Please send inquiries to Jeanette LaVere, Assistant Program Manager: <a href="mailto:jlavere@humnet.ucla.edu">jlavere@humnet.ucla.edu</a>. Further details at <a href="http://www.1718.ucla.edu/research/ucla-graduate/">www.1718.ucla.edu/research/ucla-graduate/</a>.</td>
</tr>
</tbody>
</table>
| **Contact** | Jeanette LaVere  
Assistant Program Manager  
UCLA Center for 17th and 18th Century Studies  
310 Royce Hall, Box 951404  
Los Angeles, CA 90095-1404  
(310) 206-8552  
Fax: (310) 206-8577  
jlavere@humnet.ucla.edu  
www.1718.ucla.edu |

### Center for 17th- & 18th-Century Studies & William Andrews Clark Memorial Library: Kanner Fellowship in British Studies

| **Deadline** | February 1, 2018 |
| **Amount** | Stipend: $9,000 for the three-month tenure |
| **Eligibility** | This three-month fellowship, established through the generosity of Penny Kanner, supports research at the Clark Library in any area pertaining to British history and culture. The fellowship is open to both postdoctoral and predoctoral scholars. |
| **Application Procedure** | • Apply online at www.1718.ucla.edu/research/graduate/  
• Three scholarly references should be submitted directly from the referee’s academic email address to our fellowship coordinator at ortiz@humnet.ucla.edu |
| **Contact** | Myrna Ortiz  
Fellowship Coordinator  
UCLA Center for 17th and 18th Century Studies  
310 Royce Hall, Box 951404  
Los Angeles, CA 90095-1404  
(310) 206-8552  
Fax: (310) 206-8577 |
Center for 17th- & 18th-Century Studies & William Andrews Clark Memorial Library: Predoctoral Fellowship

**Deadline**  
February 1, 2018

**Amount**  
Stipend: $3,000 per month for the one- to three-month residency

**Eligibility**  
One-to-three-month fellowships are available to UCLA doctoral candidates whose dissertation research involves the area of 17th- and 18th-century studies or one of the other areas represented in the Clark Library's collections.

**Application Procedure**
- Apply online at [www.1718.ucla.edu/research/graduate/](http://www.1718.ucla.edu/research/graduate/)
- Three scholarly references should be submitted directly from the referee's academic email address to our fellowship coordinator at ortiz@humnet.ucla.edu

**Contact**  
Myrna Ortiz  
Fellowship Coordinator  
UCLA Center for 17th and 18th Century Studies  
310 Royce Hall, Box 951404  
Los Angeles, CA 90095-1404  
(310) 206-8552  
Fax: (310) 206-8577  
ortiz@humnet.ucla.edu  
www.1718.ucla.edu

Center for 17th- & 18th-Century Studies & William Andrews Clark Library: Travel Grants

**Deadline**  
Rolling; please apply well in advance of travel.

**Amount**  
Up to $500 for domestic travel and up to $1,000 for foreign travel

**Eligibility**  
Graduate students at UCLA may apply to the Center for travel support for participation in professional conferences related to 17th- and 18th-century studies and Oscar Wilde

**Application Procedure**  
Please apply well in advance of travel, and send the following details to Kathy Sanchez, Manager of Programs, at ksanchez@humnet.ucla.edu:
- Your name, department, and year of study
- Title and short description of paper or presentation
- Date(s), name and location of conference
- Any other pertinent details (e.g., receiving partial reimbursement from another department)

Further details at [www.1718.ucla.edu/research/ucla-graduate/](http://www.1718.ucla.edu/research/ucla-graduate/).

**Contact**

<table>
<thead>
<tr>
<th>Name</th>
<th>Kathy Sanchez</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title</td>
<td>Manager of Programs</td>
</tr>
<tr>
<td>Organization</td>
<td>UCLA Center for 17th and 18th Century Studies</td>
</tr>
<tr>
<td>Address</td>
<td>310 Royce Hall, Box 951404</td>
</tr>
<tr>
<td>City, State, Zip Code</td>
<td>Los Angeles, CA 90095-1404</td>
</tr>
<tr>
<td>Phone</td>
<td>(310) 206-8552</td>
</tr>
<tr>
<td>Fax</td>
<td>(310) 206-8577</td>
</tr>
<tr>
<td>Email</td>
<td><a href="mailto:ksanchez@humnet.ucla.edu">ksanchez@humnet.ucla.edu</a></td>
</tr>
<tr>
<td>Website</td>
<td><a href="http://www.1718.ucla.edu">www.1718.ucla.edu</a></td>
</tr>
</tbody>
</table>

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**Center for the Study of Women’s Graduate Student Travel Grants**

| Deadline               | Fall: November 13, 2017, midnight (PST) |
|                       | Spring: April 16, 2018, midnight (PDT) |
| Amount                | Award amount varies; maximum award is $400 |
| Description           | Funded through donations from friends and supporters of the Center for the Study of Women, travel grants assist graduate and undergraduate UCLA students with travel expenses related to academic or professional conference presentations and field research on women, gender and sexuality. CSW cannot reimburse travel to states on the law AB 1887-prohibited list. Law AB 1887 prohibits state-funded travel to a state that has passed a law that (1) authorizes discrimination based on sexual orientation, gender identity and gender expression, or (2) voids or repeals existing state or local protections against such discrimination. For more information and the current list of states, visit [Notice of New Law AB 1887](http://www.1718.ucla.edu/research/ucla-graduate/) and [FAQs regarding AB 1887 Requirements](http://www.1718.ucla.edu/research/ucla-graduate/). If your travel is to a state on the list, we cannot consider your application. |
| Eligibility           | Travel for the Fall grant must occur on or between July 1, 2017, and December 31, 2017. |
|                       | Travel for the Spring grant must occur on or between January 1, 2018, and |
June 30, 2018.

- Awardees will be selected on the basis of merit.
- Awardees must be a registered UCLA student and preferably a woman.
- Awardees must also be registered during the quarter when travel occurs and when the reimbursement is processed. For Summer, students must be enrolled in the preceding Spring quarter and subsequent Fall or Winter quarter.
- Travel must be for research or a conference pertaining to women, gender and sexuality.
- For conference travel, awardee must provide evidence that the paper was delivered at a conference.
- CSW reimburses the awardee only after receiving original (hardcopy) receipts for eligible travel expenses.
- Students who are qualified under the CA Dream Act of 2011 are eligible to apply. Find detailed information on the Dream Act at [http://financialaid.ucla.edu/](http://financialaid.ucla.edu/).
- Applicants receiving financial aid are urged to consult with the Financial Aid and Scholarships Office about the potential effect of this award on their financial aid package.

### Application Procedure

The application requires the following documents:

- Proposal describing research project or conference paper (maximum 2 single-spaced pages)
- Curriculum vitae
- Unofficial UCLA transcripts
- One letter of recommendation from a faculty member familiar with the research for which you are applying

The online application can be found at [https://csw.ucla.edu/funding/graduate-students/](https://csw.ucla.edu/funding/graduate-students/).

### Contact

Center for the Study of Women  
1500 Public Affairs Building  
(310) 825-0590  
csw@csw.ucla.edu

### Constance Coiner Graduate Fellowship

**Deadline**  
April 2, 2018, midnight (PDT)
<table>
<thead>
<tr>
<th><strong>Amount</strong></th>
<th>One $1,500 fellowship</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description</strong></td>
<td>This fellowship honors and helps to continue the work of Constance Coiner, PhD, who died along with her daughter, Ana Duarte-Coiner, on TWA Flight 800, June 1996.</td>
</tr>
</tbody>
</table>
| **Eligibility** | • Applicant must be registered in a doctoral program at UCLA  
• Applicant must be advanced to candidacy by the award application date  
• Applicant’s research must focus on feminist and working-class issues  
• Applicant must reflect a genuine interest in teaching and research that center on working-class studies and feminist issues  
• Applicant must demonstrate excellence in teaching and a commitment to teaching as activism  
• Students who are qualified under the CA Dream Act of 2011 are eligible to apply. Find detailed information on the Dream Act at [http://financialaid.ucla.edu/](http://financialaid.ucla.edu/)  
• Applicants receiving financial aid are urged to consult with the Financial Aid and Scholarships Office about the potential effect of this award on their financial aid package. |
| **Application Procedure** | The application requires the following documents:  
• Personal essay (maximum 5 single-spaced pages; please visit the website for more information regarding the essay requirements)  
• Curriculum vitae  
• Unofficial UCLA transcripts  
• Two letters of recommendation: one letter from a faculty member of any university that is focused on your scholarship and academic achievement and another letter from a faculty member of any university that is focused on your teaching experience  

The online application can be found at [https://csw.ucla.edu/funding/graduate-students/](https://csw.ucla.edu/funding/graduate-students/). |
| **Contact** | Center for the Study of Women  
1500 Public Affairs Building  
(310) 825-0590  
csw@csw.ucla.edu |

**Edward A. Dickson History of Art Fellowships**

**Deadline** | December 8, 2017 |
### Graduate Student Financial Support

<table>
<thead>
<tr>
<th>Amount</th>
<th>Possible awards of up to $23,500 plus fees/tuition.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eligibility</td>
<td>UCLA students in the Department of Art History, but in rare circumstances they may be awarded to students in other departments, provided the demonstrable focus of their work is art historical.</td>
</tr>
<tr>
<td>Application Procedure</td>
<td>Application can be found at <a href="http://arthistory.ucla.edu/graduates-funding/">http://arthistory.ucla.edu/graduates-funding/</a>. Deliver materials to 100 Dodd Hall and have them placed in Erika Santoyo’s mailbox. The application materials should be in an envelope clearly marked with the name of the funding award.</td>
</tr>
</tbody>
</table>
| Contact | Department of Art History  
Erika Santoyo  
(310) 825-3992  
[www.arthistory.ucla.edu](http://arthistory.ucla.edu) |

### Foreign Language and Area Studies Fellowships (FLAS), Title VI

| Deadline | February 21, 2018, for both summer 2018 and academic year 2018–19 |
| Purpose | The US Department of Education Foreign Language and Area Studies (FLAS) fellowship program supports graduate training in modern foreign languages and related area studies during the summer and academic year. |
| Amount | Academic-year graduate awards provide a $15,000 stipend and fees and tuition, up to $18,000 (however, some Centers expect the student’s home department to cover fees and tuition). Summer awards provide up to $2,500 as a stipend and up to $5,000 for fees/tuition and, in some program areas, up to $1,000 for travel expenses. Awards are contingent on UCLA receiving continued funding for the FLAS fellowships from the US Department of Education. |
| Description | Summer awards are for intensive language study only and can be used for summer study in the US or abroad (at the intermediate or advanced level only). The academic-year fellowship requires that students take one language and one related area studies course for a letter grade each term. The FLAS fellowship is intended for language study at the intermediate and advanced level. Applications to fund beginning-level language study will only be considered in extraordinary cases. If you plan to apply for a FLAS to fund beginning-level language study, please consult the relevant Center during the application process. Currently approved languages include, **for East Asia:** Chinese, Japanese, and Korean; **for Latin America:** Nahuatl, Portuguese, Quechua and Advanced Spanish (additional languages, such as Haitian Creole and Maya, may be eligible for summer study with prior approval from the US Department of Education); **for Middle East:** Arabic, Armenian, Hebrew, Persian, and Turkish; and **for Southeast** |
**Asia:** Indonesian, Filipino/Tagalog, Khmer, Thai, and Vietnamese (additional languages may be eligible with prior approval from the US Department of Education).

Fellowship recipients must be engaged in full-time study for the duration of their awards and must submit reports on the courses they pursue and the progress they make. Awards may be used for dissertation research, but this must be approved in advance. Recipients are required by the US Department of Education to complete an online performance report at the beginning and end of the award period; to comply with a language-proficiency evaluation, which must be submitted by the student's instructor at the beginning and end of the award period; and to provide biannual reports on employment and use of the target language for a minimum of eight years after graduation.

### Eligibility
To apply for a FLAS fellowship, students must be US citizens or permanent residents. New and continuing students in all disciplines may apply for academic-year awards. Only continuing students may apply for summer awards.

### Application Procedure
All FLAS applications must be completed online. Links to the application can be found on each of the websites of the Centers below as well as on the website of the UCLA International Institute ([web.international.ucla.edu/institute/funding/122720](http://web.international.ucla.edu/institute/funding/122720)). Applicants are advised to check the websites of the individual Centers for guidelines regarding the FLAS application and requirements for their world area.

Required information includes a statement of purpose outlining one’s research and language-study plans, two letters of recommendation, transcripts, CV and language-proficiency certification or evaluation. Financial need may be considered in determining the final awards. Students may demonstrate financial need by including a copy of the 2018–19 FAFSA Student Aid Report (SAR) and their most recent financial aid award letter.

**Center for Southeast Asian Studies**
11274 Bunche Hall / 148703
(310) 206-9163
cseas@international.ucla.edu
www.international.ucla.edu/cseas

**Latin America Institute**
10343 Bunche Hall / 144703
(310) 825-4571
latinamctr@international.ucla.edu
www.international.ucla.edu/lai

**UCLA Asia Pacific Center**
(East Asian FLAS program)
11288 Bunche Hall / 148703
(310) 825-0007
asia@international.ucla.edu
www.international.ucla.edu/asia
Fowler Museum Awards for Graduate Students

**Deadline**  
March 16, 2018

**Description**  
The *Arnold Rubin Award* and the *Ralph C. Altman Award* are for PhD students planning a career in a field related to non-Western art. Recipients are expected to present their findings at a roundtable session with the staff of the Fowler Museum and to credit the awards in any resulting publication, a copy of which should be provided to the Museum.

**Amount**  
The recipient of the Rubin Award will receive $3,000. The recipient of the Altman Award will receive $4,000.

**Eligibility**  
Applicants should be a graduate student working in the areas of African, Pacific, Asian or Native North and South American arts and material culture, or popular culture phenomena emphasizing the unconventional arts of living peoples, regardless of geographic area. Any PhD student registered at UCLA (or receiving a PhD degree from UCLA) in the fields described above is eligible; students from a wide range of departments are encouraged to apply.

**Application Procedure**  
Application forms are available December 4, 2017, at the Fowler Museum front lobby reception desk or can be downloaded by going to [www.fowler.ucla.edu/opportunities](http://www.fowler.ucla.edu/opportunities) and scrolling down to “Scholarships and Awards.”

**Contact**  
Sophie Livsey  
slivsey@arts.ucla.edu

Sarah Elizabeth Gilfillan Award

**Deadline**  
March 16, 2018
**Description**  
The award was established in 2007 by family, friends and colleagues in memory of Sarah Gilfillan. She was associate director of development for the Fowler Museum and did curatorial work on several important Latin American projects. Fluent in Spanish and Portuguese, Ms. Gilfillan had extensive experience researching and working in art museums and galleries in Brazil, Mexico and Spain. Her goal had been to enter a PhD program in Latin American art history. This award provides a travel stipend to assist with field research or study abroad.

<table>
<thead>
<tr>
<th><strong>Amount</strong></th>
<th>$2,500</th>
</tr>
</thead>
</table>

**Eligibility**  
PhD students in the field of Latin American arts

**Application Procedure**  
Application forms are available December 4, 2017, at the Fowler Museum front lobby reception desk or can be downloaded by going to [www.fowler.ucla.edu/opportunities](http://www.fowler.ucla.edu/opportunities) and scrolling down to “Scholarships and Awards.”

**Contact**  
Sophie Livsey  
slivsey@arts.ucla.edu

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**Institute of American Cultures Graduate and Predoctoral Fellowship Program in Ethnic Studies**

<table>
<thead>
<tr>
<th><strong>Deadline</strong></th>
<th>January 11, 2018, 11:59pm (PST)</th>
</tr>
</thead>
</table>

**Description**  
Open to current UCLA graduate students with a demonstrated interest in African American, American Indian, Asian American, or Chicana/o studies to aid in completion of a thesis or dissertation. We especially encourage applications that advance our understanding of new social and cultural realities occasioned by the dramatic population shifts of recent decades, including greater heterogeneity within ethnic groups and increased interethnic contact. Application for the fellowship in African American Studies is open only to doctoral students who will have advanced to candidacy by the beginning of the fellowship year.

Due to budget constraints, only the Bunche Center for African American Studies will be awarding a 2018–2019 Graduate/Predoctoral Fellowship.

**Amount**  
Contingent upon funding availability, the terms of awarded fellowships may range from one to three quarters and will cover in-state tuition and fees plus a maximum of $6,000–$7,400 per quarter. The acceptance of a fellowship carries with it the commitment to make a contribution to the activities of the sponsoring Ethnic Studies Research Center.

Restrictions apply regarding acceptance of supplemental employment and/or other
Application Procedure
For further information, contact the individual ethnic studies center to which you are interested in applying or contact the IAC Coordinator at iaccoordinator@conet.ucla.edu.

Application is available as of November 1 at https://sa.ucla.edu/IAC/GraduatePreDoctoral. Applicants will be notified in March.

Contact
UCLA Institute of American Cultures
2329 Murphy Hall
Los Angeles, CA 90095-7244
310-825-6815
www.iac.ucla.edu
iaccoordinator@conet.ucla.edu

<table>
<thead>
<tr>
<th>Institute of American Cultures Research Grant Program in Ethnic Studies</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Deadline</strong></td>
</tr>
<tr>
<td><strong>Description</strong></td>
</tr>
<tr>
<td><strong>Amount</strong></td>
</tr>
<tr>
<td><strong>Eligibility</strong></td>
</tr>
<tr>
<td><strong>Application Procedure</strong></td>
</tr>
</tbody>
</table>
to grant recipients after completion of training and certification in the Protection of Human Research Subjects.

For further information, contact the individual ethnic studies center to which you are interested in applying or contact the IAC Coordinator at iaccoordinator@conet.ucla.edu.

Application is available as of November 1 at https://sa.ucla.edu/IAC/ResearchGrant. Awards will be announced in May.

<table>
<thead>
<tr>
<th>Contact</th>
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</thead>
<tbody>
<tr>
<td>UCLA Institute of American Cultures</td>
</tr>
<tr>
<td>2329 Murphy Hall</td>
</tr>
<tr>
<td>Los Angeles, CA 90095-7244</td>
</tr>
<tr>
<td>310-825-6815</td>
</tr>
<tr>
<td><a href="http://www.iac.ucla.edu">www.iac.ucla.edu</a></td>
</tr>
<tr>
<td><a href="mailto:iaccoordinator@conet.ucla.edu">iaccoordinator@conet.ucla.edu</a></td>
</tr>
</tbody>
</table>

Institute of American Cultures Shirley Hune Inter-Ethnic/Inter-Racial Studies Award

| Deadline | March 1, 2018, 11:59pm (PDT) for the grant period July 1, 2018, through May 31, 2019 |
| Description | The Institute of American Cultures (IAC), which includes the four ethnic studies research Centers, offers an award from Dr. Shirley Hune that will support doctoral student research that specifically addresses inter-ethnic and inter-racial issues. While at UCLA, Dr. Hune chaired the Executive Committee of the IAC from 1993 to 2007 and was an Associate Dean in the Graduate Division from 1992 to 2007. She is a UCLA professor emerita in Urban Planning. |
| Amount | This award provides $3,500 to support research to a UCLA doctoral student. The grant will cover research-related expenses for projects on relevant topics. Conference travel, whether the applicant is presenting or attending, is ineligible. |
| Eligibility | Currently enrolled UCLA doctoral students whose research places special emphasis on the complexity and dynamics of intergroup relations as presented in our historical past and present |
| Application Procedure | Prior to submission of the application, applicants should discuss their proposal with the assistant director or director of the appropriate Center, or in the case of interethnic proposals, with each applicable Center. Grant recipients using human subjects will be required to submit her or his research proposal or exemption materials to the UCLA Institutional Review Board for approval. For those doing research on human subjects, funds will be available |
to grant recipients after completion of training and certification in the Protection of Human Research Subjects.

For further information, contact the individual ethnic studies Center to which you are interested in applying or contact the IAC Coordinator at iaccoordinator@conet.ucla.edu.

Application is available as of November 1 at https://sa.ucla.edu/IAC/ResearchGrant. Awards will be announced in May.

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<tr>
<td><a href="http://www.iac.ucla.edu">www.iac.ucla.edu</a></td>
</tr>
<tr>
<td><a href="mailto:iaccoordinator@conet.ucla.edu">iaccoordinator@conet.ucla.edu</a></td>
</tr>
</tbody>
</table>

### Penny Kanner Dissertation Research Fellowship

| Deadline | April 2, 2018, midnight (PDT) |
| Amount | One $3,000 award |
| Description | Made possible through the generosity of Barbara “Penny” Kanner, PhD, the Penny Kanner Dissertation Research Fellowship funds an exceptional dissertation research project that pertains to women or gender and uses historical materials and methods. |

**Eligibility**

- The object of the study may derive from the social sciences, literature or the arts.
- Applicant must be registered in a UCLA doctoral program.
- Dissertation prospectus must pertain to women and/or gender.
- Research must use historical materials.
- Students who are qualified under the CA Dream Act of 2011 are eligible to apply. Find detailed information on the Dream Act at http://financialaid.ucla.edu/.
- Applicants receiving financial aid are urged to consult with the Financial Aid and Scholarships Office about the potential effect of this award on their financial aid package.

**Application**

The application requires the following documents:
Graduate Student Financial Support

Procedure

- Dissertation abstract or proposal (maximum 5 single-spaced pages)
- Curriculum vitae
- Unofficial UCLA transcripts
- Two letters of recommendation from faculty members of any university

The online application can be found at https://csw.ucla.edu/funding/graduate-students/.

Contact

Center for the Study of Women
1500 Public Affairs Building
(310) 825-0590
csw@csu.ucla.edu

Herbert and Helen Kawahara Fellowship

Deadline
March 1, 2018

Description
For graduate students who wish to develop Japan expertise as they pursue professional training in a given academic discipline.

Amount
One fellowship of up to $8,000

Eligibility
Students with little or no Japanese Studies background will be considered, as will those who intend to expand their earlier work on Japan.

Application Procedure
Application will be online at:
www.international.ucla.edu/japan/funding/article.asp?parentid=4680

Contact
UCLA Paul I. and Hisako Terasaki Center for Japanese Studies
Noël Shimizu
(310) 825-4500
japancenter@international.ucla.edu
www.international.ucla.edu/japan/internalfunding

Latin American Institute Jorge Paulo Lemann Scholarship and Fellowship Fund

Deadlines
Pending funding availability.

Amount
Stipends up to US$30,000
### Description

Brazilian students seeking graduate degrees at UCLA are eligible to apply for partial financial support from the Jorge Paulo Lemann Fellowship Fund. The funding support is intended to assist UCLA departments and programs in recruiting top Brazilian students who show promise in academic excellence and are in need of financial assistance. Fellowships are granted for one year, with the possibility of renewal for an additional year. Priority will be given to degree-seeking applicants who are not currently enrolled at UCLA.

### Eligibility

- Brazilian citizen
- Full time entering and continuing master’s student at UCLA in one of the following programs:
  - Jonathan and Karin Fielding School of Public Health: MPH degrees, departmental and campus wide MS degrees in Health Policy and Management, Community Health, Epidemiology, Environmental Health Sciences, Preventive Medicine and Public Health, Biostatistics
  - Graduate School of Education and Information Studies: Education MA, MEd
  - Meyer and Renee Luskin School of Public Affairs: Public Policy MPP, Urban and Regional Planning MURP
  - John E. Anderson Graduate School of Management: Business Administration MBA
  - UCLA International Institute (dual degrees): Latin American Studies with Urban Planning, MURP MA; Latin American Studies MA with John E. Anderson Graduate School of Management MA and Latin American Studies MA with School of Public Health MPH

### Application Procedure

**For new graduate degree applicants:** After receiving formal notification of acceptance from UCLA, students may apply on-line using the link found at the URL below. Lemann Scholars must remain in good standing and fulfill all the requirements of their home programs at UCLA.

**For continuing UCLA graduate students:** Confirmation of continuing enrollment at UCLA required. Scholars must remain in good standing and fulfill all the requirements of their home programs at UCLA.

Further information will be available at [www.international.ucla.edu/lai/brazil/](http://www.international.ucla.edu/lai/brazil/)

### Contact

Latin American Institute  
10343 Bunche Hall  
(310) 825-4571  
latinamctr@international.ucla.edu
# Rozaire Research Award

**Deadline**  
March 16, 2018

**Description**  
Established in 2017 to honor the legacy of Dr. Charles E. Rozaire, the Rozaire Research Award focuses on his life’s work conducting archaeological fieldwork and researching museum collections across California, the US Southwest and Mexico. The award supports costs associated with undergraduate or graduate student research analyzing existing material cultural collections and/or archives with priority given to students using Fowler Museum collections and/or following indigenous research protocols (see Section 3 of [www.uvic.ca/hsd/research/igovprotocol.pdf](http://www.uvic.ca/hsd/research/igovprotocol.pdf) for an example of the latter).

**Amount**  
Up to $2,500

**Eligibility**  
UCLA graduate, undergraduate and PhD candidates in the fields of Archaeology, Anthropology, American Indian Studies

**Application Procedure**  
Application forms are available December 4, 2017, at the Fowler Museum front lobby reception desk or can be downloaded by going to [www.fowler.ucla.edu/opportunities](http://www.fowler.ucla.edu/opportunities) and scrolling down to “Scholarships and Awards.”

**Contact**  
Sophie Livsey  
slivsey@arts.ucla.edu

# The Sasakawa Fellowship

**Deadline**  
March 1, 2018

**Amount**  
Approximately 15 fellowships of up to $5,000 each. Field work in Japan may also be funded. Normally, tuition is not funded.

**Eligibility**  
Continuing UCLA graduate students pursuing advanced degrees in Japanese Studies. Preference will be given to those who have demonstrated competence in the Japanese language. Categories of funding include, but are not limited to, fieldwork in Japan, tuition and fees, dissertation writing support and other research-related travels.
### The Sasakawa Japanese Language Study Fellowship

**Deadline**  
March 1, 2018

**Amount**  
Several fellowships of up to $10,000 each

**Eligibility**  
UCLA graduate students who plan to study the Japanese language in Japan or in the United States.  
This fellowship is not designed for taking Japanese classes at UCLA during the normal academic year but is primarily for programs such as Inter-University Center for Japanese Language Studies (whole year or summer), Middlebury College Summer Program or UCLA Summer intensive program.

### Contact  
UCLA Paul I. and Hisako Terasaki Center for Japanese Studies  
Noël Shimizu  
(310) 825-4500  
japancenter@international.ucla.edu  
www.international.ucla.edu/japan/internalfunding

### Jean Stone Dissertation Research Fellowship

**Deadline**  
April 2, 2018, midnight (PDT)

**Amount**  
One $3,000 fellowship

**Description**  
Made possible through the generosity of Mrs. Jean Stone, this fellowship funds an exceptional graduate student dissertation research project focusing on women and gender.

**Eligibility**  
- Applicant must be engaged in research on women and/or gender  
- Applicant must be registered in a doctoral program at UCLA  
- Applicant must be advanced to candidacy by the award application deadline
• Students who are qualified under the CA Dream Act of 2011 are eligible to apply. Find detailed information on the Dream Act at [http://financialaid.ucla.edu/](http://financialaid.ucla.edu/).

• Applicants receiving financial aid are urged to consult with the Financial Aid and Scholarships Office about the potential effect of this award on their financial aid package.

<table>
<thead>
<tr>
<th>Application Procedure</th>
<th>The application requires the following documents:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>• Dissertation abstract or proposal (maximum 5 single-spaced pages)</td>
</tr>
<tr>
<td></td>
<td>• Curriculum vitae</td>
</tr>
<tr>
<td></td>
<td>• Unofficial UCLA transcripts</td>
</tr>
<tr>
<td></td>
<td>• Two letters of recommendation from faculty members of any university</td>
</tr>
</tbody>
</table>

The online application can be found at [https://csw.ucla.edu/funding/graduate-students/](https://csw.ucla.edu/funding/graduate-students/).

<table>
<thead>
<tr>
<th>Contact</th>
<th>Center for the Study of Women</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>1500 Public Affairs Building</td>
</tr>
<tr>
<td></td>
<td>(310) 825-0590</td>
</tr>
<tr>
<td></td>
<td><a href="mailto:csw@csw.ucla.edu">csw@csw.ucla.edu</a></td>
</tr>
</tbody>
</table>

**Paula Stone Legal Research Fellowship**

<table>
<thead>
<tr>
<th>Deadline</th>
<th>April 2, 2018, midnight (PDT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>One $3,000 fellowship</td>
</tr>
</tbody>
</table>

| Description | This award helps to fund a promising law or graduate student’s research focusing on women and the law with preference given to research on women in the criminal/legal justice system. It is made possible through the generosity of Mrs. Jean Stone to honor her daughter, Paula Stone. |

| Eligibility | • Applicant must be registered in a JD, LLM, SJD or PhD program at UCLA. |
|            | • Application must be pursuing independent research, the results of which are suitable for publication as an academic article or book. |
|            | • Students who are qualified under the CA Dream Act of 2011 are eligible to apply. Find detailed information on the Dream Act at [http://financialaid.ucla.edu/](http://financialaid.ucla.edu/). |
|            | • Applicants receiving financial aid are urged to consult with the Financial Aid and Scholarships Office about the potential effect of this award on their financial aid package. |
### Application Procedure

The application requires the following documents:

- Research project abstract or proposal (maximum 5 single-spaced pages)
- Curriculum vitae
- Unofficial UCLA transcripts
- Two letters of recommendation from faculty members of any university

The online application can be found at [https://csw.ucla.edu/funding/graduate-students/](https://csw.ucla.edu/funding/graduate-students/).

### Contact

Center for the Study of Women  
1500 Public Affairs Building  
(310) 825-0590  
csw@csw.ucla.edu

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#### Taiwan Studies Graduate Research Fellowship

<table>
<thead>
<tr>
<th>Deadline</th>
<th>February 21, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description</strong></td>
<td>Through a grant from the Taiwan Ministry of Education, the UCLA Asia Institute will offer awards to UCLA graduate students for pre-dissertation or dissertation-level research in Taiwan for summer 2018 or academic-year 2018–19. Students from any discipline may apply, but research must incorporate topics or methodologies of the humanities or social sciences.</td>
</tr>
<tr>
<td><strong>Amount</strong></td>
<td>Up to $7,000</td>
</tr>
<tr>
<td><strong>Eligibility</strong></td>
<td>Current UCLA graduate students in good standing with a minimum GPA of 3.0. Before submitting the application, students must identify and contact a faculty mentor or university department or program in Taiwan who is willing to sponsor the student. According to guidelines established by the funding agency, students who are native citizens of Taiwan, Hong Kong or the People’s Republic of China are not eligible to apply. Students holding dual US citizenship are eligible.</td>
</tr>
</tbody>
</table>
| **Application Procedure** | Submit an online application via the Asia Pacific Center website: [http://international.ucla.edu/asia/funding.](http://international.ucla.edu/asia/funding.)  
Include:  
- Two- to three-page proposal  
- Unofficial UCLA transcript  
- CV  
- One UCLA faculty letter of recommendation  
- One endorsement letter from a faculty member or institution in Taiwan |
Stephen A. Vavra Fellowships and Grants for Organismal Plant Biology

**Deadline**  March 31, 2018

**Purpose**  The Vavra fund was established to support graduate education in **organismal plant biology**. Supportable research using plants could include a wide range of topics such as: physiology, ecology, phylogenetic and genomic work, plant–animal coevolution, or conservation.

Vavra Research grants provide support for research or travel, special workshops, or courses at biological stations that are related to dissertation research in plant biology. Vavra funds are also awarded to provide full or partial travel and conference expenses for UCLA students wishing to attend scientific meetings where their research results on plant biology will be presented (maximum $1,000).

**Amount**  One outstanding student will receive the Vavra Research Fellowship ($6,500 summer or academic-year stipend with fees).

Travel and conference expenses:maximum $1,000.

**Contact**  Department of Ecology and Evolutionary Biology  
(310) 825-1959  
tessav@eeb.ucla.edu  
[www.eeb.ucla.edu/grad_support.php](http://www.eeb.ucla.edu/grad_support.php)

Hiroshi Wagatsuma Memorial Fellowships

**Deadline**  April 2, 2018

**Description**  The Wagatsuma Fellowship was created in honor of the late UCLA Anthropology Professor Hiroshi Wagatsuma, who for many years served as an important bridge of mutual understanding between students and academics in Japan and the United States. He pursued cross-cultural studies in anthropology, psychology, sociology and law until his death in 1985.

**Amount**  Several awards up to $7,000
### Eligibility

Current UCLA graduate students in good standing working on a dissertation or comparable research project with a substantial cross-cultural or comparative dimension, preferably one concerning Japan or other Asian country and North American comparison. Applications should discuss how the proposal meets the requirements of the award to continue in the spirit of Professor Wagatsuma’s work.

Minimum GPA of 3.0.

### Application Procedure

Submit an online application via the Asia Pacific Center website: [http://international.ucla.edu/asia/funding](http://international.ucla.edu/asia/funding).

Include:

- Two- to three-page proposal
- Unofficial UCLA transcript
- CV
- Two letters of recommendation

### Contact

Asia Pacific Center  
Aaron Miller  
(310) 825-0007  
armiller@international.ucla.edu  
[http://international.ucla.edu/asia/funding](http://international.ucla.edu/asia/funding)

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### Extramural Fellowships

Extramural fellowships are fellowships available from non-UCLA sources.

### Fellowships Databases

**UCLA Graduate Division: Graduate and Postdoctoral Educational Support (GRAPES)**

The Graduate Division maintains the Graduate and Postdoctoral Educational Support (GRAPES), an online database of approximately 625 fellowships that are available from UCLA and non-UCLA sources. Advanced search options allow users to refine their search by field, Academic Level, Award Type, Award Amount, and other criteria. Visit [https://grad.ucla.edu/funding/](https://grad.ucla.edu/funding/).

The Graduate Division also offers an e-mail notification service that announces funding opportunities available for graduate study, travel abroad, dissertation and postdoctoral research.

**To Subscribe:**

You can subscribe to the groups by email. No subject line or message text is necessary.

- Gradfellowships-L — Announces all awards.  
  Email [gradfellowships-l+subscribe@lists.ucla.edu](mailto:gradfellowships-l+subscribe@lists.ucla.edu)
• **[Gradfellows-Arts]** — Announces Arts & Architecture, Film & TV, Humanities, Music, and Theater awards.
  Email gradfellows-arts+subscribe@lists.ucla.edu

• **[Gradfellows-Health]** — Announces Health Sciences, Life Sciences, Nursing, and Public Health awards.
  Email gradfellows-health+subscribe@lists.ucla.edu

• **[Gradfellows-PhysSci]** — Announces Engineering and Physical Sciences awards.
  Email gradfellows-physsci+subscribe@lists.ucla.edu

  Email gradfellows-socsci+subscribe@lists.ucla.edu

Check your email for a “Join request for Gradfellows…” message. To finalize your subscription, either reply to the message or click on the “Join This Group” link within the email.

**Please note:** Gradfellows-L is not an on-line forum, so users cannot post messages.

**SPINPlus**
infoedglobal.com; select “SPIN”

Search by keyword or category and save personalized searches, see upcoming deadlines, and set email alerts. Subscription service but available at no charge at a UCLA public terminal or for those with Bruin OnLine accounts.

**Humanities and Social Sciences Fellowships**
h-net.org/announce

Fellowships and grants from academic institutions all over the world.

**Graduate Division Library**

The Graduate Division maintains a bulletin board of current fellowship opportunities and a library of reference materials on extramural funding. Both are located near and in 1228 Murphy Hall, and the latter are available during the hours of 9am to 4pm, Monday through Friday.

The following publications are for reference:

*Directory of Financial Aids for Women*

*Financial Aid for African Americans*

*Financial Aid for Asian Americans*

*Financial Aid for Hispanic Americans*

*Financial Aid for Native Americans*

*Financial Aid for Students of Armenian Descent*

*Financial Aid for Persons with Disabilities and Their Families*

*Financial Aid for Veterans, Military Personnel and Their Families*

*Funding for United States Study*

*Funding for Persons with Visual Impairments: Large Print Edition*
List of Graduate Scholarships & Fellowships that Do Not Require Proof of U.S. Citizenship or Legal Permanent Residency

Money for Graduate Students in the Arts & Humanities
Money for Graduate Students in the Biological Sciences
Money for Graduate Students in the Health Sciences
Money for Graduate Students in the Physical & Earth Sciences
Money for Graduate Students in the Social & Behavioral Sciences

Selected Extramural Fellowships

For your convenience, descriptions of selected extramural programs, some of which need nomination by the Graduate Division, are included in the following section. These descriptions and information regarding application procedures are organized according to the following categories: Early Graduate Study Fellowships, Dissertation Fellowships, Study Abroad Fellowships and Extramural Funding for Foreign Nationals.

These lists of extramural fellowships are not exhaustive and are provided for informational purposes only. The Graduate Division does not accept responsibility for any information here that might differ from that of the funding agency. Students should check with the agency to confirm award descriptions, eligibility and deadlines.

If the student is an awardee of an extramural fellowship administered by the Graduate Division (e.g., Ford Foundation Predoctoral Diversity Fellowship, National Science Foundation Graduate Research Fellowship), the maximum number of working hours is generally 10 hours/week (25%). In addition, some extramural fellowships require preauthorization for work regardless of the number of hours per week. Please check with Fellowships & Financial Services (uclafellowship@grad.ucla.edu / 310-825-1025) before accepting any position to find out the policies for your particular fellowship.

Early Graduate Study Extramural Fellowships

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

| Department of Defense, National Defense Science and Engineering Graduate Fellowship |
|---------------------------------|-------------------------------------------------|
| **Deadline**                    | December 31, 2017                               |
| **Description**                 | Approximately 200 four-year fellowships supporting graduate study leading to a PhD degree in science and engineering disciplines of military importance. Fellows do not incur any military or other service obligation. The NDSEG Fellowship is sponsored by the Air Force Office of Scientific Research |
Graduate Student Financial Support

<table>
<thead>
<tr>
<th>Award Amount</th>
<th>NDSEG Fellowships last for a period of up to four years (based on continued funding) and cover full tuition and mandatory fees. Fellows also receive a monthly stipend and up to $1,500 a year in medical insurance.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Disciplines</td>
<td>Aeronautical and Astronautical Engineering; Biosciences (includes toxicology); Chemical Engineering; Chemistry; Civil Engineering; Cognitive, Neural and Behavioral Sciences; Computer and Computational Sciences; Electrical Engineering; Geosciences (includes terrain, water and air); Materials Science and Engineering; Mathematics; Mechanical Engineering; Naval Architecture and Ocean Engineering (includes undersea systems); Oceanography (includes ocean acoustics, remote sensing and marine meteorology); Physics (includes optics).</td>
</tr>
<tr>
<td>Academic Level</td>
<td>Prospective/Current Graduate Student.</td>
</tr>
<tr>
<td>Citizenship</td>
<td>US citizens</td>
</tr>
<tr>
<td>Award Type</td>
<td>Fellowship/Grant</td>
</tr>
</tbody>
</table>
| Contact       | National Defense Science and Engineering Graduate Fellowship  
|               | 3152 Presidential Drive  
|               | Fairborn, OH 45324  
|               | (918) 583-9900  
|               | ndsegf@sti-tec.com  
|               | Applications available online:  
|               | ndsegfellowships.org |
| Last Updated  | September 2017 |

**Department of Energy (DOE) Computational Science Graduate Fellowship Program**

<table>
<thead>
<tr>
<th>Anticipated Deadline</th>
<th>January 2018; application available in late October 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Fellowships for full-time study leading to a PhD degree in a field of study that uses high-performance computing to solve complex science and engineering problems.</td>
</tr>
<tr>
<td>Award Amount</td>
<td>Awards include a yearly stipend of $36,000 plus fees and tuition. Annual academic allowance of $5,000 in the first fellowship year, $1,000 academic allowance each renewed year (to be used for the purchase of a computer workstation or for research/professional-development expenses). Yearly conferences, 12-week research practicum, fellowship is renewable for up to four years of total support.</td>
</tr>
<tr>
<td>Disciplines</td>
<td>Life Sciences. Physical Sciences. School of Engineering.</td>
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<td>-----------------------------</td>
<td>---------------------------------------------------------</td>
</tr>
<tr>
<td>Academic Level</td>
<td>Open to prospective graduate students with no more than a BS/BA degree and not enrolled in graduate school; first-year graduate students (MS degree or PhD students without an MS degree).</td>
</tr>
<tr>
<td>Citizenship</td>
<td>Open only to US citizens or permanent residents.</td>
</tr>
</tbody>
</table>
| Contact                     | Krell Institute  
DOE CSGF Program  
1609 Golden Aspen Drive, Suite 101  
Ames, IA 50010-8078  
(515) 956-3696  
csgf@krellinst.org  
www.krellinst.org/csgf |
| Award Type                  | Fellowship/Grant                                        |
| Last Updated                | August 2017                                             |

Ford Foundation Predoctoral Diversity Fellowships

<table>
<thead>
<tr>
<th>Deadline</th>
<th>December 14, 2017, 5pm (EST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Approximately 65 predoctoral fellowships for students who have enrolled or plan to enroll in a PhD or ScD program in fields supported by this program and who provide evidence that they can fully utilize a three-year fellowship award.</td>
</tr>
<tr>
<td>Award Amount</td>
<td>Predoctoral fellowships of $24,000 annually for up to three years, expenses paid to attend at least one Conference of Ford Fellows, access to Ford Fellow Liaisons, a network of former Ford Fellows who have volunteered to provide mentoring and support to current Fellows.</td>
</tr>
<tr>
<td>Academic Level</td>
<td>Prospective/Current Graduate Student. Individuals holding a doctorate degree or pursuing a professional or joint degree are ineligible.</td>
</tr>
<tr>
<td>Citizenship</td>
<td>Open to US citizens, US nationals, permanent residents, individuals granted deferred action status under the Deferred Action for Childhood Arrivals Program,</td>
</tr>
</tbody>
</table>
Graduate Student Financial Support

<table>
<thead>
<tr>
<th>Requirements</th>
<th>Demonstrated superior academic achievement, commitment to a career in teaching and research at the college or university level, showing promise of future achievement as scholars and teachers, and good preparation to use diversity as a resource for enriching the education of all students.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Award Type</strong></td>
<td>Fellowship/Grant</td>
</tr>
</tbody>
</table>
| **Contact** | Fellowships Office  
Ford Foundation Fellowship Programs  
500 Fifth Street, N.W  
Washington, DC 20001  
(202) 334-2000  
FordApplications@nas.edu  
sites.nationalacademies.org/pga/fordfellowships |
| **Last Updated** | August 2017 |

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**Fannie and John Hertz Foundation Graduate Fellowship**

<table>
<thead>
<tr>
<th>Deadline</th>
<th>October 27, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description</strong></td>
<td>Fellowships provide support for doctoral students of outstanding potential in the applied physical, biological or engineering sciences at participating universities who are willing to morally commit to make their skills available to the US in time of national emergency.</td>
</tr>
<tr>
<td><strong>Award Amount</strong></td>
<td>At present, there are two fellowship options: (1) nine-month stipend of $32,000 plus cost-of-education allowance, renewable for up to five years; (2) nine-month stipend of $38,000 plus cost-of-education allowance for two years plus up to three years of $6,000/year supplemental stipend (awardee is required to accept a three-year fellowship from another source). $5,000 a year additional stipend for Fellows with dependent children.</td>
</tr>
<tr>
<td><strong>Disciplines</strong></td>
<td>Physical Sciences. School of Engineering. Quantitative Biology.</td>
</tr>
<tr>
<td><strong>Citizenship</strong></td>
<td>US citizens or permanent residents</td>
</tr>
<tr>
<td><strong>Requirements</strong></td>
<td>Open to prospective and current doctoral students who at the time of application have not yet completed one year of graduate study. If you have a master’s degree in a different field, you can apply for this fellowship as a first-year graduate student. We may support the PhD portion of a joint MD/PhD study program.</td>
</tr>
</tbody>
</table>
**Award Type**  
Fellowship/Grant

**Contact**  
Fannie and John Hertz Foundation  
2300 First Street, Ste 250  
Livermore, CA 94550-3153  
(925) 373-1642  
askhertz@hertzfoundation.org  
www.hertzfoundation.org for application information

**Last Updated**  
August 2017

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### Dolores Zohrab Liebmann Fellowship

**Campus Deadline**  
December 13, 2017

**Description**  
The Will of Dolores Zohrab Liebmann created a perpetual charitable trust designated as “The Dolores Zohrab Liebmann Fund” for the purpose of funding advanced education and graduate study grants, which must be carried out entirely in the United States of America. Mrs. Liebmann was the daughter of a prominent Armenian intellectual, writer and statesman and was married to one of the owners of a successful American business. She supported students and educational and charitable organizations during her lifetime. Mrs. Liebmann’s primary concern, as expressed in her will, was to attract and support students with outstanding character and ability who hold promise for achievement and distinction in their chosen fields of study.

**Award Amount**  
Fellowship will cover the actual tuition costs (exclusive of non-mandatory fees) and an $18,000 stipend.

**Disciplines**  
All

**Academic Level**  
Current Graduate Student

**Citizenship**  
US Citizen

**Requirements**  
Financial need, outstanding undergraduate record

**Application Procedure**  
Applications and supporting documents (one original and two copies) must be submitted through the Graduate Division in collated, binder-clipped packets. Please make sure the application is at the front of each packet with the supporting materials to follow in the order listed below. Any applications not submitted in the proper order will be returned.

- A completed and signed Application.
- Copy of personal vitae or resume; include name and page number on each
- Official copy of all undergraduate and graduate transcripts to date. UCLA’s graduate transcript must include Fall 2017 grades; this may be submitted later if you are one of the three selected finalists. Include an unofficial UCLA graduate transcript (not a Degree Progress Report [DPR]) for now. We’ll make copies of official transcripts.
- Copy of graduate exam test scores (if applicable).
- A Statement of Purpose up to three pages long (double spaced) that considers the relationship between your graduate-level study and your intended personal and/or professional goals.
- A 10–15 line abstract at the top of your Statement of Purpose (included in the three pages) that explains (in layperson’s terms) your degree program, giving emphasis to its eventual intellectual impact on your field of study. Include your name and page number on each page.
- Letters of Recommendation from at least two professors who have taught or worked closely with you. Submit in a signed, sealed envelope. We’ll make copies.
- Letter from Department Chair (or equivalent) signed and on department letterhead. Submit in a signed, sealed envelope. We’ll make copies.
- One copy of your Free Application for Federal Student Aid (FAFSA).
- Copy of your UCLA Financial Aid Summary and/or Awards and Disbursement summer from MyUCLA or Financial Aid & Scholarships Office
- One copy of Federal Income Tax Returns for the prior two years (including spouse’s returns, if applicable)

Notes: If any of the documents above are not applicable to the candidate, please include a statement in its place that discusses why the item has been omitted. If application materials are not submitted as a complete binder-clipped packet, the Trustee reserves the right to return the application. Also, all documents submitted will be retained by Trustee.

One original and two copies of the application and all supporting documents (in the order listed above) are to be received on or prior to the deadline by

UCLA Fellowships & Financial Services
1228 Murphy Hall / Campus Mailcode 144401
Box 951444
Los Angeles, CA 90095-1444

<table>
<thead>
<tr>
<th>Award Type</th>
<th>Fellowship/Grant</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact</td>
<td><a href="mailto:uclafellowship@grad.ucla.edu">uclafellowship@grad.ucla.edu</a></td>
</tr>
<tr>
<td></td>
<td>(310) 825-1025</td>
</tr>
<tr>
<td></td>
<td><a href="http://foundationcenter.org/grantmaker/liebmann">http://foundationcenter.org/grantmaker/liebmann</a></td>
</tr>
</tbody>
</table>

| Last Updated     | November 2017    |
# The National Science Foundation's Graduate Research Fellowship Program

<table>
<thead>
<tr>
<th><strong>Deadlines</strong></th>
<th>October 23–27, 2017, 5pm local time. Deadlines vary depending on discipline.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description</strong></td>
<td>Approximately 2,000 three-year awards (usable over five), for study leading to a research-based master’s or doctoral degree in the sciences (life, physical, social), mathematics or engineering. Awards are tenable at US universities.</td>
</tr>
<tr>
<td><strong>Award Amount</strong></td>
<td>Twelve-month stipends of $34,000 per year plus up to $12,000 as institutional allowance for fees and tuition</td>
</tr>
<tr>
<td><strong>Disciplines</strong></td>
<td>Life Sciences, Mathematical Sciences, Physics and Astronomy, Psychology and Social Sciences fields (including Linguistics)</td>
</tr>
<tr>
<td><strong>Academic Level</strong></td>
<td>Prospective/Current Graduate Student</td>
</tr>
<tr>
<td><strong>Citizenship</strong></td>
<td>US citizens and permanent residents. Also open to US nationals.</td>
</tr>
<tr>
<td><strong>Requirements</strong></td>
<td>BA degree earned prior to tenure of award. Must not have completed more than 12 months of full-time graduate study or its equivalent by August 1. If you have completed more than 12 months of graduate study, you may be considered eligible if you have an interruption of at least two consecutive years prior to November 1, and you completed no additional graduate study by August 1. Graduate students are limited to only one application to the GRFP, submitted either in the first year or in the second year of graduate school.</td>
</tr>
<tr>
<td><strong>Award Type</strong></td>
<td>Fellowship/Grant</td>
</tr>
</tbody>
</table>
| **Contact** | GRF Operations Center  
1818 N Street, NW, Suite 600  
Washington, DC 20036-2479  
(866) 673-4737  
info@nsfgrfp.org  
www.fastlane.nsf.gov/grfp/Login.do  
www.nsfgrfp.org |
| **UCLA Contact** | Shannon Yu, syu@grad.ucla.edu, (310) 825-3623 |
| **Last Updated** | August 2017 |
### Paul and Daisy Soros Fellowships for New Americans

<table>
<thead>
<tr>
<th><strong>Deadline</strong></th>
<th>November 1, 2017; 11:59pm (EDT)</th>
</tr>
</thead>
</table>
| **Description** | 30 fellowships support “New Americans” pursuing graduate studies. The program uses three primary criteria for selection of Fellows:  
1. The candidate has demonstrated *creativity, originality and initiative* in one or more aspects of her/his life.  
2. The candidate has demonstrated a commitment to and capacity for accomplishment that has required drive and sustained effort.  
3. The candidate has demonstrated a commitment to the values expressed in the US Constitution and the Bill of Rights. This would include, but not be limited to, support of human rights and the rule of law, opposition to unwarranted encroachment on personal liberty and advancing the responsibilities of citizenship in a free society.  
In addition, the program considers two further criteria:  
4. The candidate gives promise of continued significant contributions. Those contributions are likely to reflect distinctive creativity, originality and initiative and will mark the candidate as a leading and influential figure within her/his fields of endeavor.  
5. The candidate’s graduate training is relevant to her/his long-term career goals and is of potential value in enhancing her/his future creativity and accomplishment. |
| **Award Amount** | Awards provide stipends of $25,000 per year plus 50% of required tuition and fees per year for up to two years. |
| **Disciplines** | All |
| **Academic Level** | Open to enrolled graduate students (not past 2nd year), college seniors and recent college graduates. |
| **Citizenship** | “New Americans” include Green Card holders, naturalized citizens, children of parents born abroad with at least one being a naturalized citizen and students granted deferred action under the government’s Deferred Action for Childhood Arrivals program. |
| **Requirements** | Must be 30 years of age or younger at time of application deadline |
| **Award Type** | Fellowship/Grant |
Extramural Dissertation Fellowships

For more dissertation fellowships, go to https://grad.ucla.edu/funding/.

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box on the fellowship contract before returning the contract to Fellowships & Financial Services.

Council of Graduate Schools / ProQuest Distinguished Dissertation Award

<table>
<thead>
<tr>
<th>Anticipated Campus Deadline</th>
<th>Mid-June 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Two awards and certificates of citation for dissertations that represent original work making significant contributions to their discipline.</td>
</tr>
<tr>
<td>Award Amount</td>
<td>Honorarium of $2,000 plus reasonable travel expenses to annual meeting of the Council of Graduate Schools</td>
</tr>
<tr>
<td>Disciplines</td>
<td>Fields of competition alternate yearly. Physical and social sciences (even years); biological sciences, life sciences, and humanities (odd years).</td>
</tr>
<tr>
<td>Academic Level</td>
<td>Doctoral Dissertation</td>
</tr>
<tr>
<td>Citizenship</td>
<td>No citizenship requirements</td>
</tr>
<tr>
<td>Requirements</td>
<td>Doctoral degree awarded, or completion of all degree requirements, within the last two years.</td>
</tr>
<tr>
<td>Award Type</td>
<td>Award/Competition</td>
</tr>
<tr>
<td>Contact</td>
<td>CGS Dissertation Award Committee One Dupont Circle, NW, Ste 230 Washington, DC 20036-1173</td>
</tr>
</tbody>
</table>
## Ford Foundation Dissertation Diversity Fellowships

**Deadline**  
December 7, 2017, 5pm (EST)

**Description**  
Approximately 36 dissertation fellowships will be awarded and will provide one year of support for individuals working to complete a dissertation leading to a Doctor of Philosophy (PhD) or Doctor of Science (ScD) degree. The Ford Foundation Dissertation Fellowship is intended to support the final year of writing and defense of the dissertation.

**Award Amount**  
Stipend of $25,000, expenses paid to attend at least one Conference of Ford Fellows, access to Ford Fellow Liaisons, a network of former Ford Fellows who have volunteered to provide mentoring and support to current Fellows.

**Disciplines**  

**Academic Level**  
Doctoral Dissertation

**Citizenship**  
Open to US citizens, US nationals, permanent residents and individuals granted deferred action status under the Deferred Action for Childhood Arrivals Program.

**Requirements**  
Doctoral degree awarded, or completion of all degree requirements, within the last two years.

**Award Type**  
Fellowship/Grant

**Contact**  
Fellowships Office  
Ford Foundation Fellowship Programs  
500 Fifth Street, N.W  
Washington, DC 20001  
(202) 334-2000  
FordApplications@nas.edu  
sites.nationalacademies.org/pga/fordfellowships
<table>
<thead>
<tr>
<th><strong>Fulbright-Hays Doctoral Dissertation Research Abroad Fellowships</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Anticipated Campus Deadline</strong></td>
</tr>
<tr>
<td><strong>Description</strong></td>
</tr>
<tr>
<td><strong>Award Amount</strong></td>
</tr>
<tr>
<td><strong>Disciplines</strong></td>
</tr>
<tr>
<td><strong>Academic Level</strong></td>
</tr>
<tr>
<td><strong>Citizenship</strong></td>
</tr>
<tr>
<td><strong>Requirements</strong></td>
</tr>
<tr>
<td><strong>Award Type</strong></td>
</tr>
<tr>
<td><strong>Contact</strong></td>
</tr>
<tr>
<td><strong>Last Updated</strong></td>
</tr>
<tr>
<td><strong>Phi Beta Kappa Alumni International Scholarship Award</strong></td>
</tr>
<tr>
<td>-------------------------------------------------------</td>
</tr>
<tr>
<td><strong>Anticipated Campus Deadline</strong></td>
</tr>
<tr>
<td><strong>Description</strong></td>
</tr>
<tr>
<td><strong>Award Amount</strong></td>
</tr>
<tr>
<td><strong>Disciplines</strong></td>
</tr>
<tr>
<td><strong>Academic Level</strong></td>
</tr>
<tr>
<td><strong>Citizenship</strong></td>
</tr>
<tr>
<td><strong>Requirements</strong></td>
</tr>
<tr>
<td><strong>Application Procedure</strong></td>
</tr>
<tr>
<td><strong>Award Type</strong></td>
</tr>
</tbody>
</table>
| **Contact** | Chérie Francis  
Fellowships & Financial Services  
1228 Murphy Hall  
(310) 206-2557  
cfrancis@grad.ucla.edu  
[www.pbksocalalumni.com](http://www.pbksocalalumni.com)  
[www.pbksocalalumni.com/intlscholars](http://www.pbksocalalumni.com/intlscholars) |
| **Last Updated** | September 2017 |
### UC Santa Cruz, Guru Gobind Singh Fellowship Competition

<table>
<thead>
<tr>
<th><strong>Anticipated Campus Deadline</strong></th>
<th>Mid-March 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description</strong></td>
<td>One award to graduates of Indian and Pakistani universities in the Punjab region. Applicants must be currently pursuing a graduate degree at any campus of the University of California. At UCLA, preference will be given to doctoral students who will be advanced to candidacy by the beginning of the fellowship year.</td>
</tr>
<tr>
<td><strong>Award Amount</strong></td>
<td>Stipend of $30,000</td>
</tr>
<tr>
<td><strong>Disciplines</strong></td>
<td>Open to all fields</td>
</tr>
<tr>
<td><strong>Academic Level</strong></td>
<td>Working on Doctoral Dissertation.</td>
</tr>
<tr>
<td><strong>Citizenship</strong></td>
<td>No citizenship requirements</td>
</tr>
<tr>
<td><strong>Requirements</strong></td>
<td>Students must be nominated by the UCLA Graduate Division. Applicants must be committed to returning to his or her country of origin after receiving the degree, and not have engaged previously in graduate study at any other institute of higher learning in the United States. The award will be made based on the strength of the student’s academic record and supporting documents, which are:</td>
</tr>
<tr>
<td></td>
<td>• Up to three letters of reference (one from the student’s faculty sponsor/advisor/dissertation committee chair)</td>
</tr>
<tr>
<td></td>
<td>• Official UCLA transcript</td>
</tr>
<tr>
<td></td>
<td>• Student’s essay (maximum four pages double spaced) that:</td>
</tr>
<tr>
<td></td>
<td>• describes how the student proposes to use her/his graduate education in their home country</td>
</tr>
<tr>
<td></td>
<td>• Lists</td>
</tr>
<tr>
<td></td>
<td>• whether student is advanced to candidacy</td>
</tr>
<tr>
<td></td>
<td>• planned dissertation completion and filing date(s)</td>
</tr>
<tr>
<td></td>
<td>Submit an original and two copies of each document in the order listed, for a total of three collated sets. The Fellowships &amp; Financial Services Office will make copies of the letters of recommendation and transcript.</td>
</tr>
<tr>
<td><strong>Award Type</strong></td>
<td>Fellowship/Grant</td>
</tr>
</tbody>
</table>
**UNCF–Merck Graduate Science Research Dissertation Fellowships**

<table>
<thead>
<tr>
<th><strong>Anticipated Deadline</strong></th>
<th>Mid-December 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description</strong></td>
<td>Twelve fellowships for outstanding students to complete their coursework, conduct research and prepare their dissertations in the biomedical-relevant life or physical sciences.</td>
</tr>
<tr>
<td><strong>Award Amount</strong></td>
<td>Maximum award of $53,500, which consists of a Fellowship Stipend of $43,500 for the award recipient to cover a minimum of 12 months up to a maximum of 24 months of fellowship tenure and a Research Grant of up to $10,000.</td>
</tr>
<tr>
<td><strong>Disciplines</strong></td>
<td>Life Sciences. Physical Sciences.</td>
</tr>
<tr>
<td><strong>Academic Level</strong></td>
<td>Working on Doctoral Dissertation</td>
</tr>
<tr>
<td><strong>Citizenship</strong></td>
<td>Open only to US citizens or permanent residents</td>
</tr>
<tr>
<td><strong>Requirements</strong></td>
<td>Open to African American students who are enrolled full time, are within 1–3 years of completing their doctoral studies and will have successfully completed all qualifying exams by September 1 of the coming year. Each fellow will be mentored by a Merck scientist.</td>
</tr>
<tr>
<td><strong>Award Type</strong></td>
<td>Fellowship/Grant</td>
</tr>
<tr>
<td><strong>Contact</strong></td>
<td>UNCF•Merck Science Initiative 1805 7th Street, NW Washington, DC 20001 (202) 810-0258 <a href="mailto:uncfmerck@uncf.org">uncfmerck@uncf.org</a> <a href="umsi.uncf.org/sif#ScienceResearchDissertation">umsi.uncf.org/sif#ScienceResearchDissertation</a></td>
</tr>
</tbody>
</table>
Extramural Study Abroad Fellowships

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

### Fulbright US Student Program (Grants for Graduate Study and Research Abroad)

<table>
<thead>
<tr>
<th>Campus Deadline</th>
<th>August 16, 2017, 4pm (PDT)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Approximately 1,300 fellowships give recent BS/BA graduates, master’s and doctoral candidates, young professionals and artists opportunities for personal development and international experience. Projects may include university coursework, independent library or field research, classes in a music conservatory or art school, special projects in the social or life sciences, or a combination in over 150 countries. English-Teaching Assistantships (ETAs) are available in most countries. Fellowship amounts vary depending on country. Awards are for one academic year, according to host country’s calendar.</td>
</tr>
<tr>
<td>Award Amount</td>
<td>Stipends vary by country.</td>
</tr>
<tr>
<td>Disciplines</td>
<td>Open to all fields</td>
</tr>
<tr>
<td>Citizenship</td>
<td>Open only to US citizens</td>
</tr>
<tr>
<td>Requirements</td>
<td>Any degree except the PhD. In the creative and performing arts, you need four years of professional study and/or experience. Must have proficiency in the language of the host country unless otherwise specified. Law applicants may hold a JD. Preference is given to candidates who have not resided or studied in the country to which they are applying for more than six months. Enrolled students must apply through their home institution. Applicants not currently enrolled at an institution are encouraged to apply “at large” or through their alma mater.</td>
</tr>
<tr>
<td>Award Type</td>
<td>Fellowship/Grant</td>
</tr>
</tbody>
</table>
| Contact         | Shannon Yu  
Fellows & Financial Services  
(310) 825-3623  
syu@grad.ucla.edu |
### German Academic Exchange Service Fellowships (DAAD)

#### Study Scholarships

**Campus Deadline**
All materials should be submitted to the UCLA Graduate Division four weeks before the DAAD deadline, which is November 4 for applicants in fields other than music, visual arts and performing arts. Applicants in the performing and visual arts should apply online by October 31 and send materials directly to the Bonn office.

**Description**
Study Scholarships are awarded to highly qualified graduating seniors and graduate students of all disciplines (1) to complete a master’s degree at a German higher education institution or (2) to study at a German university as part of a postgraduate or master’s degree program in the home country. Scholarships are granted for one academic year (10 months) and must take place during the German academic year (Oct.1–July 31). Students enrolling in a master’s degree program will be eligible for a one-year extension in order to complete a full degree course.

**Award Amount**
Monthly stipends are approximately 750 Euros. In addition, DAAD will pay for health insurance and provide a lump sum toward travel costs. Limited funds are available for a rent subsidy and family allowance.

**Disciplines**
Open to all fields except dentistry, medicine, pharmacy or veterinary medicine. Applicants in the arts, humanities and social sciences should have a very good command of German.

**Academic Level**
Prospective/Current Graduate Student. Working on Master’s Thesis.

**Citizenship**
Applicants should be US or Canadian citizens. Foreign nationals are eligible if they have earned their last degree in the US/Canada or will earn it before starting the DAAD scholarship.

**Requirements**
Graduate students should be enrolled full-time at the time of application.

**Award Type**
Fellowship/Grant
German Academic Exchange Service Fellowships (DAAD)
Research Grant

Campus Deadline
All materials for the long-term grant should be submitted to the UCLA Graduate Division four weeks before the DAAD deadline, which is November 4 for 10-month scholarships during the period of October 1 to July 31. May 15 is the DAAD deadline for short-term grants. Applications for the latter should be sent directly to DAAD New York.

Description
Short-term grants are awarded for 1–6 months. Long-term grants are for 7–10 months.

Award Amount
Monthly stipends are approximately 750–1,000 Euros. In addition, DAAD will pay toward health insurance and provide a lump sum toward travel costs. Under certain circumstances, awardees may receive monthly rent subsidy and a monthly allowance for family members.

Disciplines
Applicants in all academic fields except medicine, dentistry, pharmacy or veterinary medicine are welcome to apply.

Academic Level
Research grants are awarded primarily to highly qualified PhD candidates who are early in their academic/professional careers or to individuals wishing to earn a doctoral degree in Germany. Funding may also be granted to recent PhDs who would like to conduct research in Germany.

Citizenship
Applicants should be US or Canadian citizens. Foreign nationals are eligible for the long-term grant if they have earned their last degree in the US/Canada or will earn it before starting the DAAD research grant. Foreign nationals are eligible for the short-term grant if they have been living in the US or Canada for a minimum of one...
year and their current residence is in the US or Canada.

<table>
<thead>
<tr>
<th>Requirements</th>
<th>As a rule, applicants should not have graduated any longer than six years before the application deadline. If you already hold a doctoral degree, you should not have completed your doctorate more than two years ago. Doctoral candidates should not have started their doctoral degree any longer than three years previously.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Award Type</td>
<td>Fellowship/Grant</td>
</tr>
</tbody>
</table>
| Contact              | Chérie Francis  
Fellowships & Financial Services  
UCLA Graduate Division  
1228 Murphy Hall; MC 144401  
Los Angeles, CA 90095-1444  
(310) 206-2557  
cfrancis@grad.ucla.edu  
www.daad.org  
daadny@daad.org  
daadsf@daad.org  
(212) 758-3223  
(415) 986-2021  
Myoung-Shin Kim  
DAAD New York  
871 United Nations Plaza  
New York, NY 10017-1814  
kim@daad.org |
| Last Updated         | September 2017                                                                                                                      |

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**Luce Scholars Program**

<table>
<thead>
<tr>
<th>Campus Deadline</th>
<th>October 4, 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>Fifteen to 18 young Americans are offered the opportunity to live and work in Asia for 13 months to increase the awareness of Asia among future leaders in American society. The program is designed as a cultural and professional experience rather than a study abroad experience. Placements can be made in the following countries: Cambodia, China, Hong Kong, India, Indonesia, Japan, Laos, Malaysia, Mongolia, Myanmar, Nepal, Philippines, Singapore, South Korea, Taiwan, Thailand, and Vietnam.</td>
</tr>
<tr>
<td>Award Amount</td>
<td>Awards provide monthly stipend, travel, medical insurance and, when necessary, cost-of-living and housing allowances</td>
</tr>
<tr>
<td>Disciplines</td>
<td>Open to all fields except Asian studies</td>
</tr>
<tr>
<td>Academic Level</td>
<td>Prospective/Current Graduate Student</td>
</tr>
<tr>
<td>Citizenship</td>
<td>Open only to US citizens</td>
</tr>
<tr>
<td>-------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>Requirements</td>
<td>Must be nominated by UCLA Graduate Division. Scholars must be under 30 years of age by the time they depart for Asia. Knowledge of an Asian language is not necessary. Must hold a bachelor’s degree by the time program begins (July 1). Asian specialists and persons with significant exposure to Asian culture are not eligible.</td>
</tr>
<tr>
<td>Award Type</td>
<td>Fellowship</td>
</tr>
</tbody>
</table>
| Contact | Chérie Francis  
Fellowships & Financial Services  
UCLA Graduate Division  
1228 Murphy Hall; MC 144401  
Los Angeles, CA 90095-1444  
(310) 206-2557  
cfrancis@grad.ucla.edu | [www.hlce.org/lsprogram.aspx](http://www.hlce.org/lsprogram.aspx) |
| Last Updated | September 2017 |

**Extramural Funding for Foreign Nationals (partial listing)**

- The American-Scandinavian Foundation  
  [www.amscan.org](http://www.amscan.org)

- American Association of University Women Fellowships  

- Commonwealth Fund  
  [www.commonwealthfund.org/fellowships](http://www.commonwealthfund.org/fellowships)

- CONACYT - The Mexican Council on Science and Technology  
  [www.conacyt.mx](http://www.conacyt.mx)  
  [www.ucmexus.ucr.edu](http://www.ucmexus.ucr.edu)

- East-West Center  
  *Information available from local American embassies, consulates, USIS offices, or US Educational Foundation offices in the candidate’s own country.*  
  [www.eastwestcenter.org](http://www.eastwestcenter.org)

- Fulbright Program for Foreign Students  
  [http://foreign.fulbrightonline.org](http://foreign.fulbrightonline.org)
Cost Sharing and Funding Partnership for Extramural Fellowships

Cost Sharing for Individual Extramural Graduate Fellowships

| Introduction | Academic graduate students are strongly encouraged to seek funding from sources outside UCLA (“extramural” support) for one or more years of graduate study. Preparing fellowship and grant applications contributes to a student’s professional development and garnering an award represents a significant achievement. To encourage academic programs to support this activity and to amplify the impact of the award, the campus will partner with the program to cover the cost of education (tuition and fees) not covered by the award. The cost-sharing details are provided below. |
| Award Description | The Graduate Division will provide 50% of the shortfall between the extramural award amount and UCLA’s cost of education (COE), defined as the sum of tuition, student services fees, campus fees, and non-resident supplemental tuition (NRST). |
The 50% cost-sharing for NRST is provided for a maximum of three years. The student’s graduate program is required to contribute the other 50% of the COE, including NRST if applicable. The department is responsible for covering 100% of professional differential supplemental tuition (PDST) or non-resident professional differential supplemental tuition (NRPDST), as applicable. PDST/NRPDST costs and self-supporting degree program fees are not eligible for cost sharing.

If a student receives several extramural awards that provide overlapping tuition/fees, or that together provide more than the maximum allowable stipend at UCLA, the Graduate Division and the academic program will work together to ensure that the student receives up to the maximum amount of merit-based support.

**Student Eligibility**

- Cost sharing is available to students enrolled in any UCLA graduate degree program except the following:
  - Self-supporting degree programs
  - Medicine: MD
  - Dentistry: DDS
  - Law: JD, LLM

- Graduate students with a cumulative GPA of 3.0 or above are eligible for a cost-sharing commitment.

- The student must be continuously registered and enrolled full time (12 units) toward completion of his/her degree during the fellowship award period. Students enrolled *in absentia* are eligible.

- The student must maintain at least a 3.0 GPA for each quarter in which cost sharing is provided as a condition for continued support. A student who loses eligibility for cost-sharing can, after earning at least a 3.0 GPA in a subsequent quarter, have cost sharing restored for later quarters provided the fellowship remains active.

- All incomplete grades must be resolved within one quarter of their first appearance on the student’s transcript to maintain eligibility for cost sharing during the award period. Student will lose eligibility for Graduate Division’s portion of the cost-sharing if the incomplete remains unresolved after one quarter.

- Cost sharing is not available to students who have been enrolled at UCLA for more than seven years in master’s and doctoral study combined, or who have exceeded the published maximum time-to-degree for the academic program in which the student is enrolled.
<table>
<thead>
<tr>
<th>Deadline</th>
<th>The academic program should contact Graduate Division Fellowships &amp; Financial Services at least two weeks prior to the beginning of Fall or other term in which the extramural fellowship begins.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Procedure</td>
<td>Students should notify their academic program when they receive an extramural award, providing a copy of the Award Letter, Terms and Conditions, Payment Schedule, and Approved Budget from the funding agency. The chair of graduate studies or the graduate program coordinator contacts the Graduate Division Fellowships and Financial Services Office on the student’s behalf. Complete and submit to <a href="mailto:gdsupport@grad.ucla.edu">gdsupport@grad.ucla.edu</a> the form at <a href="https://go.grad.ucla.edu/internal/go_pdf_display.aspx?pdf=funding_individualcostsharing.pdf">https://go.grad.ucla.edu/internal/go_pdf_display.aspx?pdf=funding_individualcostsharing.pdf</a>.</td>
</tr>
</tbody>
</table>
| Eligibility Criteria for Individual Extramural Fellowships | • The fellowship is awarded directly to a UCLA student and not to a program or department faculty member  
• Extramural fellowships awarded in 2014–15 and later are eligible for cost sharing. Fellowships awarded in 2013–14 and earlier, including prior awards that were reserved for future payment, are not eligible.  
• The extramural fellowship must have been awarded by a US-based agency, foundation, professional organization or similar entity.  
• If the extramural award amount is less than $18,000, the award must be a minimum of $6,000 per quarter to be considered for cost sharing.  
• Extramural awards that provide student support in the form of contracts or wages are not eligible for cost sharing.  
• Loans and grants that are awarded based on financial need are not eligible for cost sharing. |
| Publicizing Fellowship Awardees | The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must submit a statement to this effect to the Fellowships & Financial Services Office, uclafellowship@grad.ucla.edu. |
| Contact | Sherman Chew, schew@grad.ucla.edu, (310) 825-5174 |
| Last Updated | September 2017 |
Individual Extramural Graduate Fellowships Eligible for Cost Sharing

This is a list of currently approved fellowships. Please contact the Graduate Division Fellowships and Financial Services Office if you have questions about fellowship opportunities that are not listed below, as they may be eligible.

- American Association of University Women (AAUW) Educational Foundation / American Fellow
- American Chemical Society
- American Council of Learned Societies (ACLS) Dissertation Fellowship (Mellon, Luce)
- American Councils for International Education – American Councils Title VIII Research Scholar Program
- American Educational Research Association (AERA-MET) Dissertation Fellowship Program
- American Gastroenterological Association American Heart Association - Predoctoral Fellowship
- American Heart Association (AHA) – Predoctoral Fellowship
- American Institute of Certified Public Accountants for Minority Doctoral Students
- American Physiological Society
- American Sociology Association
- Association for Institutional Research
- Autism Speaks – Dennis Weatherstone Predoctoral Fellowship, Candidate Level
- The Blakemore Freeman Fellowship for Advanced Language Study
- CAORC Andrew W. Mellon Mediterranean Regional Research Fellowship Program
- Center on Democracy Development, and the Rule of Law (CDDRL)
- Council on Foreign Relations (CFR) – Stanton Nuclear Security Fellowship
- Department of Energy – Graduate Research Environmental Fellowship (GREF)
- Department of Energy – Office of Science Graduate Fellowship Department of Energy - Rickover Fellowship Program
- Department of Homeland Security - Graduate Fellowship
- Doris Duke Fellowship – University of Chicago
- Dumbarton Oaks – Residential Junior Fellowship
- Environmental Protection Agency (EPA) Star
- Eurasia Dissertation Support Fellowship
- Ford Foundation Predoctoral and Dissertation Fellowships
- Fulbright-Hays Doctoral Dissertation Research Abroad Fellowship
- Fulbright US Student Program
- Gates Millennium Scholars
- GEM (National Consortium for Graduate Degrees for Minorities in Engineering and Science) Ph.D.-level fellowship
- Getty Institution – Predoctoral Fellowship
- Harry Guggenheim Foundation Dissertation Fellowship
- Hartford Doctoral Fellows Program in Geriatric Social Work
- John Randolph Haynes & Dora Haynes Foundation – Doctoral Dissertation Fellowship
- Haynes Lindley Doctoral Dissertation Fellowship
- Hertz Foundation
- Institute of International Education (IIE) - Confucius China Studies Program Research PhD Fellowship
- International Dissertation Research Fellowship (IDRF) (if above eligibility requirements are met)
- International Fulbright Science and Technology Award
- Josephine de Karman Fellowship
- Elizabeth Munsterberg Koppitz Child Psychology Graduate Student Fellowship
- Kress Institutional Fellowship: London Courtauld Institute of Art & Warburg Institute of Art
Introduction

Faculty and academic units are strongly encouraged to seek external financial support for graduate education. To encourage this activity and amplify its impact, the Graduate Division offers Matching Funds for training grants that provide competitive funding for predoctoral students in the form of stipends and/or tuition/fees.

To request a letter of support from the Graduate Division for inclusion with the proposal being submitted to the funding agency, please contact Robin L. Garrell, Vice Provost for Graduate Education and Dean of the Graduate Division:

• Latin American Scholarship Program of American Universities (LASPAU)
• Link Foundation
• Max Kade Fellowship
• Mellon Mays University Fellows Dissertation Grant Program
• Metropolitan Museum of Art – Rousseau Fellowship, Bothmer Fellowship
• Middle East Initiative Research Fellowship Program
• NASA Aeronautics Scholarship Program
• NASA Earth Space and Science Fellowship (NESSF)
• NASA Graduate Student Researchers Program
• NASA/Jenkins Predoctoral Fellowship
• NASA – Space Technology Research Fellowship (NSTTF)
• National Institutes of Health (NIH) NRSA Individual Fellowship (F30, F31)
• National Defense Science and Engineering Graduate (NDSEG) Fellowship
• National Physical Science Consortium (NPSC)
• National Bureau of Economic Research (NBER) Nonprofit Dissertation Fellowship
• National Science Foundation (NSF) – Doctoral Dissertation Research Improvement Grants (DDRIG)
• National Science Foundation (NSF) Graduate Research Fellowship
• Charlotte W. Newcombe - Doctoral Dissertation Fellowship
• North American Regional Science Council – Benjamin H. Stevens Graduate Fellowship
• Nuclear Security Fellows Program (within MIT)
• Social Science Research Council (SSRC) – Eurasia and International Dissertation Research Fellowship
• Social Science Research Council (SSRC) – International Dissertation Research Fellowship (IDRF)
• Paul & Daisy Soros Fellowship for New Americans
• Spencer Foundation - Dissertation Fellowship
• United Negro College Fund (UNCF)/Merck
• University of California Institute on Global Conflict and Cooperation (IGCC) – Herbert F. York Global Security Dissertation Fellowship
• Vietnam Education Foundation (1st and 2nd years only)
• The Wenner-Gren Foundation – Dissertation Fieldwork Grant
The Graduate Division will match up to 15% of amount awarded by the external agency designated for student financial support. For this purpose, student financial support encompasses academic year and summer stipends (fellowships), tuition and fees. Research expenses, travel, professional development, administrative costs and other expenses are not eligible for matching.

The amount provided by the Graduate Division will depend on the availability of funds.

### Grant Eligibility Criteria
- The fellowship is awarded directly to a program or department faculty member
- There is itemized funding dedicated to pre-doctoral graduate student support for stipends and/or fees/tuition
- The fellowship is awarded from outside UCLA (e.g., from National Institutes of Health, National Science Foundation–Integrative Graduate Education and Research Traineeship, Graduate Assistance in Areas of National Need, National Research Service Awards, etc.) and from a US source. Awards from outside the US do not qualify.

### Deadline
Matching Funds must be utilized within the calendar year and cannot be carried over to subsequent years.

### Application Procedure
Department must complete the [Matching Funds Request Form](https://go.grad.ucla.edu/internal/pdf/funding_allocaform.pdf) and submit it to Graduate Division no later than two weeks prior to the grant submission.

### How to Activate the Funds
Submit a Departmental Allocation Recommendation Form ([https://go.grad.ucla.edu/internal/pdf/funding_allocainst.pdf](https://go.grad.ucla.edu/internal/pdf/funding_allocainst.pdf)).

Instructions on completing the form can be found at: [https://go.grad.ucla.edu/internal/pdf/funding_allocainst.pdf](https://go.grad.ucla.edu/internal/pdf/funding_allocainst.pdf)

### Student Eligibility
- Enrolled in any UCLA graduate degree program *except the following*:
  - Self-supporting degree programs
  - Medicine: MD
  - Dentistry: DDS
  - Law: JD, LLM
- Cumulative GPA of 3.0 or above
- The student must be continuously registered and enrolled full time (12 units) toward completion of his/her degree during the fellowship award period. Students enrolled *in absentia* status are eligible.
- All incomplete grades must be resolved within one quarter of their first
appearance on the student’s transcript to maintain eligibility during the award period. Student will lose eligibility for Graduate Division Matching Funds if the incomplete remains unresolved after one quarter.

- Matching Funds are not available to students who have been enrolled at UCLA for more than seven years in master’s and doctoral study combined or who have exceeded the published maximum time-to-degree for the academic program in which the student is enrolled.

<table>
<thead>
<tr>
<th>Publicizing Fellowship Awardees</th>
</tr>
</thead>
<tbody>
<tr>
<td>The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must submit a statement to this effect to the Fellowships &amp; Financial Services Office, <a href="mailto:uclafellowship@grad.ucla.edu">uclafellowship@grad.ucla.edu</a>.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sherman Chew, <a href="mailto:schew@grad.ucla.edu">schew@grad.ucla.edu</a>, (310) 825-5174</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Last Updated</th>
</tr>
</thead>
<tbody>
<tr>
<td>September 2017</td>
</tr>
</tbody>
</table>

**Extramural Training Programs Eligible for Matching**

This is a list of currently approved programs. Please contact Graduate Division Fellowships and Financial Services Office if you have questions about training programs not listed below, as they may be eligible.

- Graduate Assistance in Areas of National Need (GAANN)
- Andrew W. Mellon Foundation
- National Institutes of Health (NIH)
- National Research Service Awards (NRSA)
- National Science Foundation Research Traineeship (NRT)
- US Department of Education Foreign Language and Area Studies Program (FLAS)
Financial Aid

The University of California recognizes that the cost of a university education may present a financial challenge to many graduate students. Therefore, students who require assistance in meeting education costs should apply for aid based on their financial need. The Financial Aid and Scholarships office is responsible for administering work-study and loans for graduate students. Financial Aid and Scholarships is located in A-129J Murphy Hall. Additional information is available at www.financialaid.ucla.edu.

Application Procedure

Applying for financial aid (Federal Direct Loans, Perkins and Federal Work-Study) is a separate procedure from applying for the other support described in this booklet. UCLA requires all students to complete a Free Application for Federal Student Aid (FAFSA). Students should submit the FAFSA by March 2 to ensure maximum funding consideration. To complete a FAFSA, visit www.fafsa.ed.gov. Continuing applicants can use their FSA ID to access their renewal FAFSA. If you do not have an FSA ID, you will be prompted to create one when you start your FAFSA for the upcoming academic year.

Students are encouraged to review the Financial Aid Handbook (usually available in October), available on the FAS website: www.financialaid.ucla.edu (search for “Financial Aid Handbook”). International students who hold F-1 student visas or other temporary visas are not eligible to apply for financial aid at UCLA. They are urged, therefore, to make every effort to secure funds from other sources.

UCLA adheres to a need-analysis system enacted by the US Congress to determine how much a family should be expected to provide toward educational costs. This expected contribution is subtracted from the estimated cost of education to determine a student’s “financial need.” Work-study is available for students who demonstrate need. Federal Direct Loans are available to all graduate students irrespective of need. Students who receive fellowships, scholarships, sponsorships or other outside aid will have their financial aid packages adjusted and/or replaced by these latter awards. Students are strongly advised to consult Financial Aid and Scholarships should such an action occur.

Student expense budgets, which set the limits for the costs that financial aid will cover, provide students with a modest but realistic standard of living. Housing costs in the area adjacent to the University are high; it is assumed that single students living off campus will share apartments. Budgets are reviewed and updated each year to reflect changes in the cost of living. Average allowable cost for entering doctoral graduate students living in an off-campus apartment for the 2017–2018 academic year is $40,324. This figure includes the cost of tuition, health insurance, books and supplies, room and board, travel and personal expenses. An additional $15,102 in tuition is charged for all nonresident students, increasing student's total annual cost to $55,426. For a full breakdown of graduate costs, please see www.financialaid.ucla.edu/Graduate/Cost-of-Attendance.

Students who have submitted their FAFSA will subsequently receive an electronic Financial Aid Notification (FAN) detailing their financial need and offer of financial aid. Notifications are posted on MyUCLA (www.my.ucla.edu) in the summer before the start of their academic year.
William D. Ford Federal Direct Loan Program (DLP)

Students who are eligible for Direct Loan Program, which includes Direct Unsubsidized and Graduate PLUS Loans are notified of their eligibility via a Financial Aid Notification (FAN) on MyUCLA. These low-interest, long-term loans are funded by the U. S. Department of Education. Applications and disbursements are processed electronically. A Graduate Loan Guide is included with the FAN and should be reviewed carefully before a student decides to borrow federal loans.

First-time borrowers must complete a Master Promissory Note with the US Department of Education at www.StudentLoans.gov and must complete a Debt Management Session with Student Loan Services at www.loans.ucla.edu before their loans can be disbursed.

Financial Aid Disbursements

Financial Aid and Scholarships will verify enrollment status before disbursing financial aid to your BruinBill account. You must be enrolled or wait listed at least half-time (4 units) in order to receive aid. Disbursements start 10 days before the first day of instruction each quarter.

Refunds (any funds left over in BruinBill account after the quarter’s tuition and fees are paid) are released to students’ bank accounts via electronic funds transfer (EFT), if the borrower is signed up for Bruin Direct. You can sign up for Bruin Direct on MyUCLA. Refund checks are mailed to students who are not signed up for Bruin Direct.

Graduate Work-Study Program (GWSP) (pending funding availability)

Provides federal work-study grants to “financially need eligible” US citizen and permanent resident graduate students to complete on- or off-campus part-time paid internships, community service, research projects or other endeavors closely related to their academic degree program. Graduate students working on a research project in their discipline qualify for funding. Students are encouraged to seek out positions and apply for Graduate Work-Study Program funding as early as possible. A 2018–2019 FAFSA must be submitted by March 2, 2018 in order to be considered. For more information, contact the Fellowships & Financial Services Office, 1228 Murphy Hall, (310) 825-1025, https://grad.ucla.edu/funding/financial-aid/graduate-work-study-program/.
# Information for Departments

## Financial Support Deadlines for Departments

*(Updated February 2018. Subject to revision.)*

*Dates are for departmental use only.*

*If you are a student, contact your home department for deadlines.*

<table>
<thead>
<tr>
<th>Name</th>
<th>Nominations Open</th>
<th>Nominations Close</th>
<th>Recipients Announced</th>
</tr>
</thead>
<tbody>
<tr>
<td>Special Fellowships</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Summer Research Mentorship (GSRM); students self-nominate</td>
<td>As early as January 2018</td>
<td>February 7, 2018</td>
<td>April 11, 2018</td>
</tr>
<tr>
<td>Cota-Robles</td>
<td>January 12, 2018</td>
<td>March 7, 2018</td>
<td>As decided</td>
</tr>
<tr>
<td>University of California–Historically Black Colleges &amp; Universities (UC–HBCU) Initiative Fellowship</td>
<td>January 12, 2018</td>
<td>March 7, 2018</td>
<td>As decided</td>
</tr>
<tr>
<td>Graduate Dean’s Scholar Award (GDSA)</td>
<td>January 12, 2018</td>
<td>April 13, 2018</td>
<td>As decided</td>
</tr>
<tr>
<td>Privately Endowed Fellowships</td>
<td>January 17, 2018</td>
<td>February 21, 2018</td>
<td>Beginning in mid-April</td>
</tr>
<tr>
<td>Graduate Opportunity Fellowship Program (GOFP)</td>
<td>January 26, 2018</td>
<td>March 7, 2018</td>
<td>As decided</td>
</tr>
<tr>
<td>UCLA Competitive Edge</td>
<td></td>
<td>March 23, 2018</td>
<td>As decided</td>
</tr>
<tr>
<td>Graduate Research Mentorship (GRM)</td>
<td>February 14, 2018</td>
<td>March 14, 2018</td>
<td>April 25, 2018</td>
</tr>
<tr>
<td>Cota-Robles 2 Activation (formerly Cota-Robles GRM)</td>
<td>February 14, 2018</td>
<td>June 6, 2018</td>
<td>July 6, 2018</td>
</tr>
<tr>
<td>Dissertation Year Fellowship (DYF)</td>
<td>February 28, 2018</td>
<td>March 28, 2018</td>
<td>May 25, 2018</td>
</tr>
</tbody>
</table>

## Other Graduate Division Funding

<table>
<thead>
<tr>
<th>Name</th>
<th>Nominations Open</th>
<th>Nominations Close</th>
<th>Recipients Announced</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recruitment Visit Funds</td>
<td>As early as January 2018</td>
<td>May 9, 2018</td>
<td></td>
</tr>
<tr>
<td>Allocated Funds</td>
<td>March 14, 2018</td>
<td>February 1, 2019</td>
<td>Offers are sent as soon as award is processed in FAM</td>
</tr>
</tbody>
</table>
### Other Departmental Funding

<table>
<thead>
<tr>
<th>Other Departmental Funding</th>
<th>TERM</th>
<th>Submission Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>*Online Remission Benefits/Online Fellowship Award Transmittal</td>
<td>FALL 2018</td>
<td>Friday, August 10, 2018</td>
</tr>
<tr>
<td></td>
<td>WINTER 2019</td>
<td>Friday, November 30, 2018</td>
</tr>
<tr>
<td></td>
<td>SPRING 2019</td>
<td>Friday, March 1, 2019</td>
</tr>
</tbody>
</table>

**NOTE:** All exception requests, including ones for funding and student employment, must be submitted to the Graduate Division no later than three weeks preceding the quarter.

*Awards will be processed in the order they are received. Please note that the turnaround for Fall award processing, including revisions, is two to three weeks. Awards submitted after the deadline may result in a delayed payment to the student. If you have questions, please contact your workgroup representative in the Graduate Fellowships & Financial Services Office or send email to gdsupport@grad.ucla.edu.*

### About Graduate Division Funding

The Graduate Division makes various resources available for the support of graduate students.

**Departmental allocations** permit chairs and professional school deans to designate recipients of these funds. Students are nominated through the Departmental Allocation Recommendations form, which initiates an official Graduate Division offer sent directly to the nominated student.

Other Graduate Division funds are allocated through **campus-wide competitions**. In these cases, departments, interdepartmental programs and schools nominate students. Central committees select award recipients, and the Graduate Division distributes offers to the selected students. Graduate programs can view fellowship applications and nominate entering students who applied for admissions online via the Graduate Division Intranet.

Most Graduate Division funding is not automatically renewable; students must apply yearly.

**Once a student is named for either allocated or campus-wide resources, the selection is official and cannot be revoked without the student’s written approval.**

For students who apply for need-based financial aid, Financial Aid & Scholarships Office policy stipulates that receipt of merit-based awards may cause a reduction in the aid they receive based on their financial need.

**Students should be advised that any financial information they provide will be kept confidential and their responses do not affect the amount of merit-based support they receive.**

### Concurrent Awards/Fellowships

Recipients offered other awards (e.g., from extramural agencies or department allocations) in addition to the offer of Graduate Division-administered fellowships may, at the Graduate Division’s or
department’s discretion, be required to relinquish all or part of the Graduate Division-administered award. In most cases, a student may not hold multiple academic-year stipends from the Graduate Division or from the Graduate Division and another source that total more than a specified amount. For example, in 2017–18, the total stipend for a single person living off campus is $53,863.25 for the fiscal year (July through June). Also, a student may not receive a combination of tuition/fee awards that total more than the cost of tuition/fees. In such cases, one or more tuition/fee awards will be canceled and not converted to stipends. For more information, see: https://grad.ucla.edu/gss/library/maxsupport.htm.

**Notification and Acceptance of Awards**

Students are notified as soon as award decisions are made, from Spring through early Fall. Notification of a teaching assistantship, graduate student researcher appointment or departmental fellowship is sent directly by the department.

As a member of the Council of Graduate Schools (CGS) in the United States, UCLA subscribes to the following CGS resolution regarding acceptance of graduate scholarships, fellowships, traineeships and assistantships:

“Acceptance of an offer of financial aid (such as a graduate scholarship, fellowship, traineeship, or assistantship) for the next academic year by an actual or prospective graduate student completes an agreement which both student and graduate school expect to honor. In those instances in which the student accepts the offer before April 15 and subsequently desires to withdraw, the student may submit in writing a resignation of the appointment at any time through April 15. However, an acceptance given or left in force after April 15 commits the student not to accept another offer without first obtaining a written release from the institution to which a commitment has been made. Similarly, an offer by an institution after April 15 is conditional on presentation by the student of the written release from any previously accepted offer. It is further agreed by the institutions and organizations subscribing to the above resolution that a copy of this resolution should accompany every scholarship, fellowship, traineeship, and assistantship offer.”

**Required Supporting Documentation**

- For some Privately Endowed fellowships (see eligibility criteria in the earlier section on Graduate Division Privately Endowed Fellowships)
  - US citizens and permanent residents only must complete the Free Application for Federal Student Aid (FAFSA) at the following website: www.fafsa.ed.gov.
  - Non US citizens or permanent residents but who qualify for nonresident tuition waiver under AB540 must complete the California DREAM application: https://dream.csac.ca.gov. For additional information, visit the Financial Aid and Scholarships website: www.financialaid.ucla.edu/Graduate/Applying-for-Aid#10499438-dream-act-application.
  - International students must complete the Financial Statement at the following website: https://grad.ucla.edu/gss/library/taxintro.htm.
• International students should be instructed to apply for Social Security Number (SSN) or Individual Tax Identification Number (ITIN) immediately upon arrival under their student visa and should notify the Registrar’s Office of the actual number. For information on how to apply, please visit the following:
  • Social Security Number - www.internationalcenter.ucla.edu/home/handbook/181/211/ssn
  • Individual Tax Identification Number - www.internationalcenter.ucla.edu/home/F1Visa/71/140/itin

• All new students who are permanent residents who have not completed a FAFSA and are not employed by UCLA must complete a W-9 Form.

• All other international students must enter their information on the GLACIER Nonresident Alien Tax Compliance System (www.online-tax.net) if requested/required. To obtain access, the department must request to set up an initial GLACIER record at www.payroll.ucla.edu/forms/initial-glacier-entry-form.htm. Access can only be granted 30 days prior to arrival in the US.

Departments can verify if forms have been completed by checking FAM screen 306 under the “Current Status” column. There should be a “C” for the following mnemonics:

GD-W9 - for permanent residents
GDTSR – for all international students
FAFSA – for US citizens and permanent residents
GDFIN – for international students receiving Graduate Division privately endowed fellowships that are need based only

Stipend awards are not released to non-US citizens without the required completed forms.

Remission Restrictions

If a student is awarded tuition from either unrestricted fellowship funds or Graduate Division Endowed Fellowship awards, and is later appointed under a remissions-eligible title code (TA, GSR, Reader, Special Reader or Tutor), the hiring department will become responsible for paying remissions. Any unrestricted or Graduate Division Special Fellowship or Endowed Fellowship tuition awards will be adjusted, and funding will revert back to the Graduate Division after the February deadline.

In the case of GSRs who qualify for nonresident supplemental tuition (i.e., appointed as a GSR for 45% cumulative time and enrolled in 12 units), the hiring department is responsible for paying the nonresident supplemental tuition remission. In those cases where an eligible GSR was already receiving a nonresident supplemental tuition award from Graduate Division resources (i.e., either departmental allocation funds or an endowed fellowship award), the nonresident supplemental tuition award will be cancelled and those funds returned to the Graduate Division. Policy requires that nonresident supplemental tuition be paid by the same funding source that is paying the GSR salary, except in those cases where the salary derives from state funding sources (e.g., 19900). Neither Graduate Division allocation resources nor endowed fellowship awards can be used to pay the nonresident supplemental tuition for GSRs. No central augmentation will be available to fund nonresident supplemental tuition for GSRs supported by 19900 funding. The hiring department is responsible for identifying an appropriate non-state fund to which the remissions may be charged. For more information on nonresident

In the event a department hires a graduate student who does not meet the minimum criteria to be appointed under any of the academic apprentice personnel titles covered in the AAP manual, and an exception is approved, the hiring department will be responsible for covering the cost of remission benefits from non-19900 or 19914 fund sources. NO appropriation will be made at fiscal-year end.

Teaching Assistant Positions Google Group (TA Marketplace)

Purpose
The purpose of this Teaching Assistant (TA) Positions Google Group is to aid graduate students in finding TA opportunities outside of their home academic department. Departments who need to fill TA vacancies will post job announcements to the group along with required qualifications and application instructions as positions become available. Graduate students interested in receiving these postings will subscribe to the group and will be able to view these postings online.

Department Access
Access to this group allows departments to post TAship openings for all subscribed graduate students to view. Each department may have up to two preparers with access to the Google Group. To apply for access, complete the Department Access Group found in Go.Grad.

Preparers must use their @g.ucla.edu address to access the Google Group. Please visit https://g.ucla.edu/ to activate your Google account. To locate your Email Delivery address visit https://logon-csb1.logon.ucla.edu/manage.php.

Posting Information
- Only announcements for TA positions are to be posted on the TA-Positions Google Group at this time (other Academic Student Employee [ASE] positions are allowed as well). Postings regarding GSR positions are not permitted
- Announcements must include a contact name and email address as students will not be able to reply to the announcements through the Google Group
- Amount of TAship openings/slots must be outlined in the announcement
- Job announcement template is provided with the Department Access Form
- Departments must delete posting within 3 days of position being filled

Application
Departments must first submit the Department Access Form to gain access to the
Procedure

TA Marketplace. Once a job announcement is posted, an email with the announcement is sent to all students subscribed to the TA-Positions Google Group. Students must directly contact the person listed in the job announcement rather than respond to the posting. Once a position has been filled, departments should remove the posting with 3 days.

Contact

Henry Hernandez, h hernandez@grad.ucla.edu, x51985

Fellowship Requirements

Students receiving Graduate Division Fellowship awards (e.g., Graduate Research Mentorship, any of the Privately Endowed Fellowships, Dissertation Year Fellowship, etc.) are required to be continuously registered/enrolled in a minimum of 12 units per term for the duration of their fellowship. They must also maintain satisfactory progress in their degree program as determined by their home department/program and with a cumulative 3.0 GPA (2.5 for Law students).

If a student withdraws, takes a Leave of Absence and/or is not continuously enrolled for the applicable funding term, the student must repay any aid advanced for which the student is no longer eligible.

Students funded during the summer must have been continuously registered/enrolled during the previous Spring Term and must be continuously registered/enrolled during the following Fall. If not continuously registered/enrolled, the summer award will be cancelled and will need to be repaid. The students also must have a cumulative 3.0 GPA (2.5 for Law students) at time of award (i.e., at the time of payment disbursement).

Please note that students in self-supporting, special fee programs are not eligible to apply for any Graduate Division fellowships. These include the following:

- Architecture – MArch II SUPRASTUDIO
- Economics – Master of Applied Economics
- Education Leadership Program (EdD)
- Engineering Online Master’s Programs (all)
- Management – Executive MBA (EMBA)
- Management – Full-time MBA
- Management – Fully Employed MBA (FEMBA)
- Management – Global Executive MBA for Asia Pacific
- Management – Master’s of Financial Engineering
- Management – Master of Science in Business Analytics
- Public Health – Executive Master’s of Public Health
Most Graduate Division fellowship recipients may work up to 25% time during the fellowship award period. [An individual who is a UC employee prior to becoming a graduate student is exempt from the maximum appointment percentage.] Note that 100% time is 40 hours per week (includes Apprentice Academic Personnel, staff titles, and UNEX). **Employment over 25% time requires an approved exception.** All exception requests for student employment must be submitted to the Graduate Division at least three weeks prior to the beginning of the term. Exceptions for GPA requirement must be submitted by the end of the first week of the term.

IMPORTANT: Some extramural fellowship agencies require awardees to obtain *preapproval* from the agency before the work can be approved, even at 25%. Check with Fellowships & Financial Services for details: uclafellowship@grad.ucla.edu or 310-825-1025.

Working as an Academic Apprentice (e.g., Graduate Student Researcher, Special Reader, Teaching Assistant) at a minimum of 25% time qualifies the student for tuition/fee remissions ([https://grad.ucla.edu/gss/appm/feeremission.pdf](https://grad.ucla.edu/gss/appm/feeremission.pdf)). The Academic Apprentice appointment, and not the Graduate Division fellowship, will pay most of the tuition/fees, with the balance covered by the Graduate Division fellowship. The amount that would have been covered by the Graduate Division fellowship cannot be converted to a stipend nor deferred to another term.

The table below describes the maximum percentage of time a fellowship awardee may work per term.

<table>
<thead>
<tr>
<th>Award</th>
<th>Fall, Winter, Spring</th>
<th>Summer (if fellowship is not disbursed in Summer)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cota-Robles (first year only)</td>
<td>0% Fall</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>25% (Winter and/or Spring)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>26%–50% by exception (Winter and/or Spring: ASE, GSR or ASE/GSR but not 50% ASE; 50% ASE appointments will not be approved)</td>
<td></td>
</tr>
<tr>
<td>Cota-Robles (fourth year [i.e., Graduate Division’s second year])</td>
<td>25%</td>
<td>100%</td>
</tr>
<tr>
<td></td>
<td>26%–50% by exception (ASE, GSR or ASE/GSR but not 50% ASE; 50% ASE appointments will not be approved)</td>
<td></td>
</tr>
<tr>
<td>Award</td>
<td>Fall, Winter, Spring</td>
<td>Summer (if fellowship is not disbursed in Summer)</td>
</tr>
<tr>
<td>----------------------------------------------------------------------</td>
<td>----------------------</td>
<td>--------------------------------------------------</td>
</tr>
</tbody>
</table>
| University of California–Historically Black Colleges & Universities (UC–HBCU) Initiative Fellowship | 25%  
26%–50% by exception  
(ASE, GSR or ASE/GSR but not 50% ASE; 50% ASE appointments will not be approved) | 100% |
| Graduate Opportunity Fellowship Program (GOFP)                      | 0% Fall  
25% (Winter and/or Spring)  
26%–50% by exception (Winter and/or Spring: ASE, GSR or ASE/GSR but not 50% ASE; 50% ASE appointments will not be approved) | 100% |
| Graduate Research Mentorship Program (GRM)                          | 25%  
26%–50% by exception  
(ASE, GSR or ASE/GSR but not 50% ASE; 50% ASE appointments will not be approved) | 100% |
| Dissertation Year Fellowship (DYF)                                  | 25%  
26%–50% by exception  
(ASE, GSR or ASE/GSR but not 50% ASE; 50% ASE appointments will not be approved) | (if activating in the summer)  
25%  
26%–50% by exception  
(ASE, GSR or ASE/GSR but not 50% ASE; 50% ASE appointments will not be approved) |
| Graduate Summer Research Mentorship Program (GSRM)                  | N/A  
26%–50% by exception  
(ASE, GSR or GSR/ASE but not 50% ASE; 50% ASE appointments will not be approved) | 25% |
| Privately Endowed Fellowships                                       | 25%  
26%–50% by exception  
(ASE, GSR or ASE/GSR but not 50% ASE; 50% ASE appointments will not be approved) | 100% |
### Award

<table>
<thead>
<tr>
<th>Award</th>
<th>Fall, Winter, Spring</th>
<th>Summer (if fellowship is not disbursed in Summer)</th>
</tr>
</thead>
</table>
| All extramural fellowships providing $18K stipend or more, such as NSF GRFP, Ford, HHMI, NIH, NRSA, etc. | 25%  
26%–50% by exception | 25%  
26%–50% by exception |

### Publicizing Fellowship Awardees

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

### Reduced Nonresident Supplemental Tuition

PhD candidates who are nonresidents for tuition purposes and who have formally advanced to doctoral candidacy are eligible for a 100% reduction of their nonresident supplemental tuition. Eligibility for the reduced nonresident supplemental tuition begins with the first academic term following advancement to doctoral candidacy and is limited to nine consecutive academic terms (Leaves of Absence and In-Absentia are counted). A registered PhD or professional doctoral student who meets all of the following criteria is eligible for reduced nonresident supplemental tuition:

- Is classified as a nonresident for tuition purposes;
- Is registered in a doctoral program or professional doctorate program that has an advancement-to-candidacy requirement; and
- Has been approved by the Graduate Division to be advanced to doctoral candidacy by the day before the start of the applicable quarter for which the reduced supplemental tuition is assessed.

If a student is still enrolled and registered beyond the three years, per University of California policy the NRST will be reinstated as of the tenth quarter. If the student is receiving a Graduate Division-administered fellowship at the time the NRST is reinstated, the stipend portion of the fellowship will be applied toward the NRST unless there’s another NRST-payment source on record.

If you have questions regarding nonresident supplemental tuition, please contact your assigned representative in the Graduate Fellowships and Financial Services Office at x51025 or gdsupport@grad.ucla.edu.

### Maximum Limit of Merit-Based Support

The Graduate Council has established a policy of Maximum Limit on the total amount of support a graduate student may receive. It includes any fellowships, stipends, and TA/RA earnings. The maximum limit will vary for each student. Please see: [https://grad.ucla.edu/gss/library/maxsupport.htm](https://grad.ucla.edu/gss/library/maxsupport.htm).
To calculate the maximum limit of support that a student may receive, use the following formula:

\[
\text{Maximum Limit} = \frac{\text{Tuition}}{\text{NRST}} + [1.75 \ (\text{Room/Board} + \text{Books} + \text{Travel} + \text{Personal} + \text{Add-Ons})]
\]

Need-based stipend is the estimated budget for living expenses established by the Financial Aid & Scholarships Office and published annually at [www.financialaid.ucla.edu/Graduate/Cost-of-Attendance](http://www.financialaid.ucla.edu/Graduate/Cost-of-Attendance). The limits are generous. If an exception to the Maximum Limit is required, the student’s home academic department must submit an exception.

If you have questions regarding the maximum limit of merit-based support, please contact your assigned representative in the Graduate Fellowships and Financial Services Office at x51025 or email at gdsupport@grad.ucla.edu.

### Departmental Allocations

Departmental allocations are resources allocated to departments, interdepartmental programs and schools by the Graduate Division that permit chairs and professional school deans to designate recipients of these funds. Students are nominated through the *Departmental Allocation Recommendations* form, which initiates an official Graduate Division offer sent directly to the nominated student. *Once a student is named for either allocated or campus-wide resources, the selection is official and cannot be revoked without the student’s written approval.*

Students funded during the summer must have been continuously registered/enrolled during the previous Spring Term and must be continuously registered/enrolled during the following Fall. If not continuously registered/enrolled, the summer award will be cancelled and will need to be repaid (prior-year DYF recipients are no longer eligible to be nominated for these funds).

### Unrestricted Fellowship Funds

<table>
<thead>
<tr>
<th>Recommendations Open</th>
<th>March 15, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>We strongly suggest that recommendations for Unrestricted Fellowship funds for entering UCLA students be submitted to the Graduate Fellowships and Financial Services Office (1228 Murphy Hall) as early as possible. This will allow students to receive their offer letters in time to respond to the Council of Graduate Schools’ April 15 deadline regarding admission and fellowship offers.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Recommendation Deadline</th>
<th>February 2, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Departmental deadline to submit Departmental Allocation Recommendation forms for new and continuing students.</td>
<td></td>
</tr>
</tbody>
</table>

Submission of allocation recommendation forms after July 1, 2018, may delay processing and students may not receive their funding in time if they have
been nominated to receive a Fall-related award.

**Carry Forward & Borrowing Deadline**  
November 1, 2018

A department or program may carry forward up to $40,000 or 10%, whichever is greater, of its 2018–19 Unrestricted Block Grant to the 2019–20 fiscal year.

If a department or program exceeds its 2018–19 Unrestricted Fellowship fund allocation, an advance against 2019–20 funding up to $50,000 can be requested.

To request a carry forward or advance, a written request from the department or program chair or vice chair must be e-mailed to Ana Lebon, Assistant Dean of Fellowships and Financial Services (alebon@grad.ucla.edu) by November 1, 2018.

**Utilization Deadline**  
February 2, 2019

Last day to submit Departmental Allocation Recommendation Forms. Extensions or late processing exceptions will not be granted.

Revisions will be allowed after the deadline until March 7, 2019 only under the following circumstances:

- Recipient has secured a TA/GSR position for spring quarter only
- Recipient will be on leave of absence (emergency cases only)
- Recipient will be registered In Absentia
- Recipient withdraws from spring quarter only
- Received late notification from extramural funding agency

The award can be reallocated for two reasons only:

- To provide additional supplementation to a student who is already receiving a fellowship award
- To provide a fellowship award to a student who did not receive an initial allocation or funding from other sources

Note: The nominee will only have 10 days in which to accept the offer of support and submit required documentation to receive the funding. Otherwise funding will be forfeited.

**Purpose**  
The Graduate Division encourages departments to utilize unrestricted funds to provide competitive financial packages to the most highly recruited and/or promising graduate students.
Offers for the most highly recruited and/or promising students are typically multi-year. In making offers to outstanding applicants, we recommend you leverage your allocation resources in combination with student-based employment and other support resources to provide packages over multiple years.

**Formula**

The allocation method has been revised starting with the 2016–17 cycle.

**Revised degree weightings.** Under the new method, all professional and academic master’s degree programs are treated equally; the JD is treated like a master’s degree.

**Revised eligible enrollment.** To dampen year-to-year fluctuations, the block allocations are based on the average eligible enrollment in the three previous years rather than just the preceding year. The Graduate Division’s proposed allocations to programs within a division or school will continue to be based on the eligible enrollment, but the eligibility rules have been simplified.

*Doctoral degrees:* Under the new method, all doctoral students will be eligible for block grant funds for up to 21 consecutive quarters (7 years; summers are not counted), irrespective of when the students advance to candidacy. It remains an expectation that students should advance to candidacy no later than the end of their 4th year of graduate study and earlier advancement should be encouraged.

*Master’s degrees:* Under the new method, registered master’s and JD students who are within their program’s normative time-to-degree (measured in quarters/semesters) will contribute to their program’s eligible enrollment count. (Note: Programs should not increase their faculty-approved normative time-to-degree to boost their block allocation.)

As a reminder, students who are registered *in absentia* count toward a program’s eligible enrollment. However, students who are on Filing Fee do not count.

**New minimum and maximum funding levels for per capita allocations.** The new allocation method introduces minimum and maximum funding levels for each master’s and doctoral degree student, as shown in the table below. Programs that were receiving more than $2,700/quarter ($8,100/year) for each doctoral student or more than $1,900/quarter ($5,700/year) for each master’s degree student have had their per-student allocations reduced to these maximum levels. Schools/divisions that were receiving less than the minimum levels of per-student support have had their allocations increased to bring the
average support up to the minimum levels.

<table>
<thead>
<tr>
<th></th>
<th>Minimum allocation per student per quarter</th>
<th>Maximum allocation per student per quarter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Doctoral</td>
<td>$1,900</td>
<td>$2,700</td>
</tr>
<tr>
<td>Master’s and JD</td>
<td>$700</td>
<td>$1,900</td>
</tr>
</tbody>
</table>

Note that the minima and maxima will impact the size of the block grant allocations the Graduate Division will propose for each program, but deans will be able to adjust allocations across programs under their purview. Programs may award higher or lower amounts to individual students; they are not required to make minimum awards.

**Amount**

Unrestricted Fellowship funds must be awarded as part of a package of UCLA merit-based support.

The package may include:

- Teaching and Research assistantships
- Departmental fellowships
- Traineeships

Nonresident supplemental tuition and tuition can be offered for one, two or all three quarters. Nonresident supplemental tuition awards must cover the entire amount of each quarter offered if Unrestricted Fellowship funds are used.

Partial nonresident supplemental tuition quarterly awards are not allowed.

**Nomination Procedures**

Submit a Departmental Allocation Recommendation Form (https://go.grad.ucla.edu/internal/pdf/fundingallocaform.pdf). Instructions on completing the form can be found at: https://go.grad.ucla.edu/internal/pdf/fundingallocainst.pdf

To use Unrestricted Fellowship funds to provide a student’s tuition, nonresident supplemental tuition and/or stipend, indicate whether each award is new or revised and enter the amount(s) to be offered in the appropriate spaces. **Reminder: Tuition and Nonresident Supplemental Tuition amounts are tentative and may change at any time.** A student must decline an award in writing before the Graduate Division can release the funds to be re-offered to another student. If an election is made to reduce or cancel Unrestricted Fellowship funds without the student’s consent, the department must provide equal funding to the student from another source. Please refer to the “AboutGraduate Division..."
Funding” section for information regarding required supporting documentation.

<table>
<thead>
<tr>
<th>Declinations and Revisions</th>
</tr>
</thead>
<tbody>
<tr>
<td>To re-offer declined Unrestricted Fellowship funds to a student who has not been recommended before for such funding, complete a recommendation form indicating that the award is new.</td>
</tr>
<tr>
<td>To re-offer declined Unrestricted Fellowship funds to a student who has been recommended previously for such funding, complete a recommendation form indicating that the award is revised. This recommendation will completely replace the earlier recommendation. Thus, the revised award must include all award amounts.</td>
</tr>
<tr>
<td>Reports are available online which identify the nominees and the status of each award recommendation. Allocation balances are also available for viewing online. Please contact Graduate Fellowships &amp; Financial Services on how to access these reports.</td>
</tr>
</tbody>
</table>

Note: Once a student is named for either allocated or campus-wide resources, the selection is official and cannot be revoked without the student’s written approval.

<table>
<thead>
<tr>
<th>How the Student Receives the Award</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Fellowships &amp; Financial Services Office sends an Offer of Graduate Student Support and Instructions for Responding to each student recommended for Unrestricted Fellowship funds. After accepting or declining the award and signing the offer, the student returns the original to the Graduate Fellowships &amp; Financial Services Office. Students have 30 days from the date of the offer to activate/accept. After 30 days, the offer is subject to revocation by the Graduate Division.</td>
</tr>
</tbody>
</table>

Tuition and/or nonresident supplemental tuition payments are disbursed via “credit” to the student’s BruinBill account. Though student tuition and nonresident supplemental tuition awards are disbursed automatically, students are responsible for monitoring their BruinBill accounts through MyUCLA to confirm that tuition and nonresident supplemental tuition are paid each term. Unrestricted Fellowship stipends are paid on a term-by-term or monthly basis. All tuition and nonresident supplemental tuition charges will be paid first along with any outstanding university charges if the system does not identify applicable payments. A check or electronic deposit for the stipend balance, if any, will be issued. Designated tuition, health insurance and nonresident supplemental tuition awards can only apply against such assessments. Should a credit exist for these categories, a payment will not be issued back to the student. |

All recipients of fellowship and traineeship awards should register for Bruin
Direct to have their stipends deposited directly into their designated US bank account. Recipients who do not sign up will have their payment mailed to the US-based mailing address of record and experience a delay in receiving their funding.

**Tax Information**  
Tax information and forms for UCLA fellowship recipients are available on the Graduate Division website at [https://grad.ucla.edu/gss/library/taxintro.htm](https://grad.ucla.edu/gss/library/taxintro.htm).

**Contact**  
Fellowships & Financial Services Office at x51025 or via email at [gdsupport@grad.ucla.edu](mailto:gdsupport@grad.ucla.edu)

**Last Updated**  
September 2017

### Recruitment Visit Funds

**Deadline**  
May 9, 2018  
Travel Period: January 1 through April 15, 2018

**Purpose**  
Funding established for recruitment is intended to help enhance the success of departments in convincing the most talented and academically promising students in their applicant pool to enroll at UCLA. Resources available from the Graduate Division are reserved exclusively for the cost of travel to help support campus visits by the most highly recruited students.

**Amount**  
No limitations for in-state or out-of-state.

**Supplemental Cota-Robles and GOFP Funding**  
In addition to the allocated recruitment visit funds, the department will be eligible for a supplement for each Cota-Robles and GOFP awardee:

- $250 for in-state
- $500 for out-of-state
- Funds are for the exclusive use of Cota-Robles and GOFP awardees.
- This supplementation cannot be used to cover travel expenses incurred by other graduate students.
**Departmental Reimbursement**

Departments should submit a Recruitment Visit Reimbursement Form ([https://go.grad.ucla.edu/internal/pdf/funding_recruitreceipt.pdf](https://go.grad.ucla.edu/internal/pdf/funding_recruitreceipt.pdf)) along with legible photocopies of all receipts to the Graduate Division Fellowships & Financial Services Office no later than May 9. Original receipts are not required; however, valid proof of payment is required and the name of the student must be shown on the receipt. Valid proof includes PAC travel transactions, ASAP notices, and/or relevant receipts to substantiate visit expenses. Copy of flight itinerary and/or lodging detail must be included with proof of payment.

The Graduate Division will transfer approved amounts to departments once relevant copies of receipts and/or PAC travel transactions (with flight itinerary/lodging folio copy) have been received and reconciled.

**Allowable Expenses**

Reimbursement will be only for travel that is tied directly to visiting UCLA. Those showing travel to other destinations will be excluded from consideration.

**Allowable expenses (with receipts):**

- Transportation - Airfare, car rental, cab, shuttle, bus, train, or mileage reimbursement for personal car use.
  - The university pays $.535 per mile for personal car mileage reimbursement. Please provide mileage calculation documentation (Yahoo, MapQuest, Google Maps, etc.). The amount claimed cannot exceed the cost of airfare to the travel destination. Student must be the owner and the driver of the vehicle. When two or more persons share a vehicle only the driver may claim reimbursement for mileage.
  - Gas reimbursement is provided for rental cars. The prospective student must be listed as the driver on the rental car agreement.
  - Taxi/bus/train/cab/shuttle/Uber/Lyft – must be for trip to and from UCLA campus; or for student to travel to and from airport (on their way to and back from Los Angeles). Examples of allowable transportation receipts for taxi/bus/cab/shuttle:
    - Student traveling from airport to lodging location in Los Angeles; or from Los Angeles lodging location to airport
    - Student traveling from home to airport (on their way to Los Angeles); or from airport to home (on their way back from Los Angeles)
    - Student traveling from lodging site in Los Angeles to UCLA campus; or from UCLA back to their lodging site in Los Angeles
- Student taking train and then a taxi/cab to take them from the train location to the airport/the UCLA campus/the Los Angeles lodging site

- Student taking train and then a taxi/cab to take them from the train location to the airport/back home

  - Airfare – Amounts covered by non-cash certificates are not reimbursable. For multi-destination trips, travel to other destinations will be questioned and may be excluded. Baggage fees are allowable if the airline charges for the first checked bag. Charges for bags exceeding weight limit are not covered, nor are the charges for additional checked bags. Itinerary and/or receipt must show flight details (dates of travel, destination, cost) and form of payment or zero balance.

- Lodging - one night’s lodging in a commercial venue (if travel exceeds 40 miles from home). Lodging folio and/or receipt must show name of student, lodging details (date of stay, room rate/tax), and form of payment/zero balance. Lodging must be in California.

- Parking - parking at UCLA; parking at airport (if personal car was driven to airport to take flight to Los Angeles); parking at the hotel (if the student was eligible to receive lodging reimbursement – for hotel parking the travel must exceed 40 miles from home)

**Unallowable expenses:**

- Car rental  travel insurance
- Flight travel insurance/travel protection
- Room service, gym fees, movie/video, or phone charges for lodging
- Lodging in someone’s home
- Food, meals, alcohol, and other related expenses
- Taxi/cab/train/shuttle/Uber/Lyft – for meetings, personal trips, or sightseeing around Los Angeles area; for off-campus organized department social events; meetings and events in Westwood (or other locations off-campus) are not covered. Departments must use their own funding if they wish to cover such expenses.

According to UCLA travel policy:

- Transportation/lodging combined as a package travel deal cannot be reimbursed, unless the vendor provides a breakdown of all expenses and applicable taxes (such as airfare, airfare tax, room rate per night and room
| Eligibility | • Open to all students. If prospective student is undocumented, must be eligible for AB540 status.  
• Only travel occurring during the period of January 1–April 15, 2018 will be considered for funding. |
|-------------|----------------------------------------------------------------------------------------------------------|
| FAQs | 1. **Does the Graduate Division accept photocopies of receipts?**  
Yes, please submit photocopies. Departments should retain originals.  

2. **May I submit a reimbursement request for a prospective student who attended a department recruitment event but was not admitted to the program?**  
Yes.  

3. **A prospective student has multi-destination air travel to visit another university before coming to UCLA. What amount can be reimbursed?**  
The cost should be split between the two universities, or up to one half of the roundtrip multi-destination airfare. If the student is not getting reimbursement from the other University then a breakdown of charges must be submitted for each leg of the trip so that the leg of trip to and from UCLA is covered.  

4. **A prospective student included a personal trip in their multi-destination air travel before coming to UCLA (or after visiting UCLA). What can be reimbursed?**  
Only the leg of the trip to and from UCLA is covered. The trip from home/university to the non-UCLA site is not covered. The trip from the non-UCLA site to home/university is not covered.  

5. **A prospective student is studying outside of the United States, and we would like to reimburse airfare for the student to attend a department recruitment event. What amount can be reimbursed?**  
The student may purchase air travel from their foreign school directly to California (for UCLA campus visit). The department can cover partial or full airfare. There is no longer a restriction on foreign travel reimbursement requests.  

6. **Will the Graduate Division cover ticket exchanges?**  
The original itinerary showing form of payment must be submitted along with the itinerary showing the ticket exchange value. A brief reason for ticket exchange should be written on the receipt/itinerary.
7. **Does the Graduate Division cover UCLA Travel service fees?**

   Yes, UCLA Travel office service fees may be included in the requested reimbursement amount. It is recommended that the department print a copy of the ‘e-invoice’ from UCLA Travel website (this shows more detail than the itinerary option).

8. **What amount is covered if the itinerary or bank statement shows foreign currency (not US dollar amount)?**

   The US dollar equivalent at the time of the charge is the reimbursable amount. Use an online currency converter to find the US dollar equivalent. An example is [www.oanda.com/currency/converter](http://www.oanda.com/currency/converter).

9. **Does documentation need to be in English?**

   Documents must be in English (or translated). Do not send documents showing information only in the foreign language.

10. **What documentation is acceptable as proof of payment for flight and/or lodging?**

    A hotel folio showing itemized breakdown, payment information, and name of student. A flight itinerary must show name of traveler, cost of flight, and form of payment. Do not send screenshots.

11. **What if the travel itinerary or lodging folio shows total cost but not the form of payment (or zero balance)?**

    If the itinerary or hotel folio does not show payment information, then attach a copy of the bank or credit card statement showing the charge that can be matched to the hotel folio or itinerary. Do not send screenshots.

12. **The department covered lodging under one transaction for several students. What form of documentation is acceptable?**

    The hotel folio must itemize the student names and associated one-day lodging details (date of stay, room rate/tax, and form of payment or zero balance). If the folio is missing the form of payment or zero balance, then attach a copy of transaction showing a processed departmental recharge or documentation showing that a payment was made to the vendor.

13. **The UCLA Travel Office approved the total travel reimbursement requested. Why is the Graduate Division denying the request or prorating the reimbursement amount?**

    The Graduate Division Recruitment Visit funds are designated specifically for recruitment purposes to support campus visits. Departments should not request reimbursement for item/s listed under unallowable expenses. Departments need to exclude a student’s reimbursement request for
personal expenses. The department can cover unallowable expenses and student’s personal expenses from a non-Graduate Division funding source if they wish to reimburse the student.

14. **I have not received all receipts from my students. Can I submit a reimbursement form and receipts for those I’ve collected?**

   No, only one reimbursement form may be submitted after all receipts have been collected. All students should be listed on one form.

15. **How do I know if my student is eligible for Cota-Robles or GOFP supplemental Recruitment Visit funding?**

   Departments need to login to go.grad and select the Nominees/Awardees Report from the Funding tab. Choose ‘Awardees Report’ and select ‘View Report’ for list of Cota-Robles and GOFP awardees. If a student has an amount and Award Status ‘O’, ‘A’, or ‘D’, then they are eligible for the supplemental recruitment funding. See footnotes at the bottom of the report for the description of values under the field ‘Award Status’.

16. **My department did not receive an allocation for Recruitment Visit Funds. Can we submit travel reimbursement requests for our Cota-Robles or GOFP awardees?**

   Yes, the department is eligible to request $250 for in-state students and $500 for out-of-state students (with valid expenses). Funds are for the exclusive use of Cota-Robles and GOFP awardees. Funding cannot be used to cover travel expenses incurred by other students.

17. **Our department nominated a student for the Cota-Robles/GOFP award, but he/she did not receive the award. Can we request supplemental recruitment funding for this student?**

   No, the student is not eligible to be covered under supplemental recruitment visit funding because they were only nominated by the department but not awarded the fellowship. Supplemental Cota-Robles/GOFP recruitment visit funding is only for awardees (not for nominees who are not fellowship recipients). The department would need to use their allocated recruitment visit funds (base allocation) or a departmental fund source if they wish to cover expenses for a nominee not awarded the Cota-Robles/GOFP fellowship.

18. **If a prospective student is a California resident but is traveling from an out-of-state school (where they are attending undergrad or graduate study) is this considered in-state or out-of-state travel?**

   This is considered out-of-state travel.

19. **What is the difference between Base Allocation Total and Cota-Robles/GOFP Total on the Reimbursement Form?**
Base Allocation is the amount that was allocated to your department (this is
the amount listed on Jasmine for Recruitment Visit Funds). “Base Allocation
Total” is the sum of requested amounts for students covered from Allocated
Recruitment Visit Funds (non-Cota-Robles/GOFP supplement). “Cota-
Robles/GOFP Total” is the sum of the requested Cota-Robles/GOFP
supplement funding (for students who are Cota-Robles/GOFP awardees).
Cota-Robles/GOFP awardees may receive base allocation funds in addition to
Cota-Robles/GOFP funding (e.g., Jessica Smith is an in-state GOFP awardee,
so the department receives $250 supplemental funding for that student’s
expenses. If Jessica’s expenses exceeded $250, then the department may
choose to reimburse the student from the base allocation funds as well.)

20. A student was not able to visit UCLA before the April 15 deadline. Can the
student visit after April 15, and can the department request Graduate
Division reimbursement funds for this student?

The student cannot visit after April 15 if the department wishes to request
reimbursement funds from the Graduate Division for this student. The
department would need to cover the student’s travel expenses from a
different funding source if they wish to invite the student for a campus visit
after April 15.

21. A student is a Cota-Robles (or GOFP) awardee and visited the campus
during the recruitment visit period. The student would like to return for a
second campus visit (to attend meeting, visit classes, etc). Can we request
Graduate Division recruitment visit funding for a second campus visit?

No, the student cannot be reimbursed from Graduate Division Recruitment
Visit funds for a second campus visit. The department can utilize non-
Graduate Division funding to reimburse the student’s expenses if they wish
to invite the student to return for a second visit.

22. Is there a maximum limit of recruitment visit funding that the department
can request?

Yes. Recruitment Visit reimbursement requests cannot exceed the total of
Allocated Recruitment Visit Funds and/or supplemental Cota-Robles/GOFP
recruitment funds. See “Student Support Allocations” under the Dean’s
Office menu on Jasmine to view Allocated Recruitment Visit Funds.
Supplemental Cota-Robles and GOFP recruitment funds are not listed on
jasmine “Student Support Allocations.” Supplemental funds are determined
as awardees are announced. If a department is allocated $1,500 and does not
have Cota-Robles/GOFP expenses then the total recruitment visit funds that
can be requested are $1,500. If the department is allocated $1,500 and has
$700 valid expenses to report for Cota-Robles/GOFP awardees then the total
recruitment visit funds that can be requested is $2,200.

23. Can I submit the reimbursement requests via email? Do I need to submit
one receipt form per student reimbursement request?
No. The complete packet should be mailed or delivered to Fellowships and Financial Services (do not email). The department must submit only one Recruitment Visit Reimbursement Form after all student receipts have been collected.

24. What is the review and processing time of the submitted reimbursement requests?

Requests are processed in the order received. Processing time varies depending on the date of submission and the number of submissions from campus departments. Requests submitted closer to the May 9th deadline will likely be reviewed at the end of May or in early June.

25. How does the student receive the reimbursement funding?

The department collects all receipts and submits copies along with the reimbursement form to the Graduate Division. Graduate Division reviews receipts for valid expenses and transfers funds to the department. The department in turn reimburses the student via Travel Express.

26. What if the department has already reimbursed the student from a different fund source (not under 07427 fund)?

This is okay. The department should process a Non-Payroll Expenditure Adjustment Request (NPEAR) prior to fiscal close to move the recruitment visit expense from the non-07427 fund to the FAU which the Graduate Division will transfer funds (07427 fund only). The funding that the Graduate Division transfers to the department for Recruitment Visits must be utilized only to cover recruitment visit expenses (as the department recorded on the Recruitment Visit Reimbursement form). Recruitment Visit Funds must not be carried over to another fiscal year to be used for other expenses. Recruitment Visit Funds must not be utilized to cover expenses not reported on the Recruitment Visit Reimbursement Form.

**Contact**  
Arlene Ortiz, x55702, aortiz@grad.ucla.edu

**Last Updated**  
August 2017

**University Housing**

Academic departments are allocated a limited number of housing units in Weyburn Terrace, Hilgard Houses and Weyburn Terrace Paseo & Commons that they can offer to highly recruited students. For details, departments should contact the Housing Assignment office at allocation@ha.ucla.edu.
Housing for UCLA’s Single Graduate Students

Weyburn Terrace and the Hilgard Apartments are comprised of following apartment types:

- 2-bedroom, 2-bathroom apartments
- 2-bedroom, 2-bathroom townhouses
- Studio apartments
- Economy studio apartments

Weyburn Terrace offers all unit types while Hilgard is comprised solely of studio apartments.

The Economy studio apartment is a designation given to 32 units on the ground floors of the Paseo building. They are charged at a discounted rate because of a retaining wall that significantly obstructs the inflow of natural light.

2 bedroom units house 2 occupants and studio apartments house 1 occupant.

All single graduate units are fully furnished.

More information is available at https://housing.ucla.edu.

Housing for UCLA’s Married, Single-Parent and Same-Sex Domestic Partners Graduate Students

Four complexes are located in the Palms–Mar Vista area, approximately five miles south of UCLA.

Rose Avenue is one building located on Rose Avenue near Sepulveda Boulevard. It is comprised of 93 units.

Keystone Mentone is comprised of two buildings on Keystone Avenue and Mentone Avenue at Venice Boulevard. They are comprised of 244 units.

Venice Barry is one building located on Barry Avenue and Venice Boulevard. It is comprised of 140 units.

More information is available at https://housing.ucla.edu.
Campuswide Fellowship Programs

Departments, interdepartmental programs and schools nominate students for these awards. Central committees select award recipients, and the Graduate Division distributes offers to the selected students.

Graduate programs can view fellowship applications and nominate students online using Go.Grad or the Graduate Division Intranet, Jasmine, depending on the fellowship.

Students receiving Graduate Division Fellowship awards (e.g., Graduate Dean's Scholar Award, Eugene Cota-Robles, Graduate Opportunity Fellowship, Graduate Research Mentorship, any of the Privately Endowed Fellowships, Dissertation Year Fellowship, etc.) are required to be enrolled in a minimum of 12 units per term for the entire term while they are receiving fellowship funding. They must also maintain satisfactory progress in their degree program with a cumulative 3.0 GPA (2.5 for Law students). If they withdraw or take a Leave of Absence, their award is subject to cancellation for the quarter(s) or semester(s) in which they are not enrolled. Students registered as in-absentia may keep their funding while on in-absentia status.

Students funded during the summer must have been registered/enrolled during the previous Spring Term and must be registered/enrolled during the following Fall. If not registered/enrolled, the summer award will be cancelled and will need to be repaid. The students also must have a cumulative 3.0 GPA at time of award (i.e., at the time of payment disbursement).

Working as an Academic Apprentice (e.g., Graduate Student Researcher, Special Reader, Teaching Assistant) at a minimum of 25% time qualifies the student for tuition/fee remissions (https://grad.ucla.edu/gss/appm/feeremission.pdf). The Academic Apprentice appointment, and not the Graduate Division fellowship, will pay most of the tuition/fees, with the balance covered by the Graduate Division fellowship. The amount that would have been covered by the Graduate Division fellowship cannot be converted to a stipend.

Please note that students in the following self-supporting, special fee programs are not eligible to apply for any Graduate Division fellowships:

- Architecture – MArch II SUPRASTUDIO
- Economics – Master of Applied Economics
- Education Leadership Program (EdD)
- Engineering Online Master’s Program (all)
- Management – Executive MBA (EMBA)
- Management – Full-time MBA
- Management – Fully Employed MBA (FEMBA)
- Management – Global Executive MBA for Asia Pacific
- Management – Master’s of Financial Engineering
- Management – Master of Science in Business Analytics
- Public Health – Executive Master’s of Public Health
- Public Health – Master’s of Public Health for Health Professionals
Graduate Dean's Scholar Award

(Information subject to revision.)

**Deadline**
Nominations based on departmental allocations (see Allocation Methodology below) will be accepted January 13 through April 14, 2017. Nominations may be re-submitted if admitted students decline and the deadline has not yet passed.

Any Graduate Dean’s Scholar Award funds not awarded or re-allocated will revert to the Graduate Division on April 17, 2017.

**Awardees Announced**
As quickly as departments nominate. The Graduate Division simply verifies that student is officially offered admission and that the number of offers is within the departmental allocation.

**Purpose**
To enhance UCLA’s competitiveness for the most highly recruited doctoral students admitted to the department/program.

The award is intended to supplement an offer made to a highly recruited student to whom a multiple-year support package (>2 years) is being offered. Approximately 85 awards will be provided annually.

**Amount**
The Graduate Dean’s Scholar award is a supplementation of $14,500 provided by the Graduate Division to augment a department’s multi-year offer payable as follows:

- $2,500 Fall term supplement to be used by the student as needed (e.g., transition allowance housing, research-related expenses, etc.).
- $6,000 Summer award following completion of the first year.
- $6,000 Summer award following completion of the second year.

Students funded during the summer must have been registered/enrolled during the previous Spring Term and must be registered/enrolled during the following Fall. If not registered/enrolled, the summer award will be cancelled and will need to be repaid. The students also must have a cumulative 3.0 GPA at time of award.
Graduate Student Financial Support

Eligibility

- Entering academic doctoral students.
- US citizens, permanent residents, international students or students who qualify for nonresident supplemental tuition exemptions under AB 540.

Allocation Methodology

Each department/program is allocated the Graduate Dean’s Scholar Award(s) based on its three-year average of new registered/enrolled doctoral students. (i.e., Fall 2015–Fall 2017). The specific number of Graduate Dean’s Scholar Award(s) allocated for 2018–2019 will be available on go.grad.ucla in the “Allocations and Travel Reimbursement” column in the Funding section.

By formal exception to policy, departments/programs may be allowed to exceed the number of allocated offers instead of waiting for students to accept each offer and recycling those that are not accepted. However, should the number of awards accepted exceed the departmental allocation, the department will borrow funds against the subsequent year’s allocation.

<table>
<thead>
<tr>
<th>Total Admitted PhD Students</th>
<th>Total Allocated Awards</th>
</tr>
</thead>
<tbody>
<tr>
<td>5 and below</td>
<td>Departments with very small new PhD enrollments are not automatically awarded a GDSA. Chairs should consult with their division/field dean for possible allocation.</td>
</tr>
<tr>
<td>6 – 16</td>
<td>1</td>
</tr>
<tr>
<td>17 – 26</td>
<td>2</td>
</tr>
<tr>
<td>27 – 36</td>
<td>3</td>
</tr>
<tr>
<td>37 – 44</td>
<td>4</td>
</tr>
<tr>
<td>45 – 52</td>
<td>5</td>
</tr>
<tr>
<td>53+</td>
<td>6</td>
</tr>
</tbody>
</table>

Standards Procedures

Each department’s offer must include at minimum:

- Two years of support
• Stipend or compensation of at least $21,000 per year

• Tuition, fees and non-resident supplemental tuition (if applicable) per year; these are in addition to the stipend above

The first and second years of support will be provided by the student’s department in the form of a fellowship, teaching assistantship, graduate student research assistantship or traineeship. Ideally, the first year of support will be a departmental fellowship.

### Nominating Procedures

When nominating, please be sure nominees understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.

Forward nominations to the Graduate Division Fellowships and Financial Services Office, 1228 Murphy Hall, as soon as nominees are identified and officially admitted. **No action can be taken on a nomination until the nominee is officially admitted by the Graduate Division.** To prioritize Graduate Division’s Admissions office review of your fellowship nominee, be sure to admit the student before submitting the nomination and flag the packet as one being nominated for a Graduate Division fellowship.

For a nomination to be complete, it must include the following document:

• Copy of **Online Fellowship Nomination Page.** The page can be accessed from the Graduate Division Intranet (Jasmine) main menu. Then follow the steps below:
  
  • Select the “Online Fellowship Nominations” link under “Fellowships.”
  
  • Select “Prepare Online Fellowship Nominations”
  
  • Select a major, “All” for program, and “Entering Graduate Students” for applicants.
  
  • Select the student’s name from the list of applicants to your department/program.
  
  • After selecting the student’s name, you will be on the nomination form.
  
  • Next to “Graduate Dean’s Scholar Award,” select “Yes” to nominate the student.
  
  • Rank the nominee as “1.”
  
  • If you are nominating more than one student, please give the additional
nominations rankings other than “1.”

- Click the “Submit Nomination” button and print the page that next appears. The page should read “Your nomination has been recorded.”

- All nominations must be submitted as PDF files emailed to uclafellowship@grad.ucla.edu. The file name should be “nominee’s last name, first name UID_[name of fellowship],” e.g., “Bruin, Josie 002002003_GradDeanScholar.”

### Activation Procedure

Payments will be disbursed automatically.

### Payment Conditions

- Fall payment: Student must be new entering PhD student

- Summer payments: Student must have been continuously enrolled/registered in the previous Spring Quarter and for the following Fall Quarter, and the student must have a cumulative 3.0 GPA at time of award (i.e., at the time of payment disbursement).

If these conditions are not met, the summer funding will be forfeited or will have to be repaid.

**Students receiving Graduate Dean’s Scholar Award summer funding are not eligible for the Graduate Summer Research Mentorship program during the same summer.**

Awardees who receive other funding that provides support during the summer months may request to defer their Graduate Dean’s Scholar Award summer funding to future summers. Students must begin using the deferred funding no later than the summer following the fifth year, and the funding must be fully utilized by the end of the summer following the seventh year. If these conditions are not met, the deferred support will be forfeited.

### Publicizing Fellowship Awardees

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must submit a statement to this effect when returning the fellowship contract.

### Contact

Chérie Francis, cfFrancis@grad.ucla.edu, x62557
## UCLA Competitive Edge: A STEM Summer Transition Program to the Doctorate

*(Program is pending funding availability. Information subject to revision.)*

<table>
<thead>
<tr>
<th><strong>Deadline</strong></th>
<th>March 23, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Awardees Announced</strong></td>
<td>As decided.</td>
</tr>
<tr>
<td><strong>Amount</strong></td>
<td>Awardees receive a $6,000 stipend; final amount to be determined based on funding availability. They must show proof of health insurance coverage for the fellowship period and are responsible for making their own housing arrangements.</td>
</tr>
<tr>
<td><strong>Program Dates</strong></td>
<td>The program dates are July 30–September 7, 2018.</td>
</tr>
<tr>
<td><strong>Purpose</strong></td>
<td>This program is for admitted, entering doctoral students in the fields of science, technology, engineering and mathematics (STEM) with a strong interest in pursuing a faculty or research position. The objective is to provide awardees with research and professional development experiences to enhance their success in UCLA doctoral STEM programs. Competitive Edge is funded by the UCLA Graduate Division and provides entering students with six weeks of full-time, faculty-guided research and mentoring, as well as academic and professional workshops. Students cannot self-nominate.</td>
</tr>
<tr>
<td><strong>Eligibility</strong></td>
<td>The program is open to highly recruited entering STEM doctoral students whose backgrounds are underrepresented in STEM doctoral programs. For example, candidates for the Cota-Robles award would be appropriate. Nominees must be US citizens, permanent residents, or students who qualify for nonresident supplemental tuition exemptions under AB 540. Funding for the latter will be provided only if AB131 is still in effect for the duration of the fellowship.</td>
</tr>
<tr>
<td><strong>Nomination Procedures</strong></td>
<td>When nominating, please be sure nominees understand that they are giving their consent to disclose application information to University officials and to relevant funding committees. Email your nomination PDF file to the Diversity, Inclusion and Admissions Office,</td>
</tr>
</tbody>
</table>
outreach@grad.ucla.edu, as soon as your nominee is identified and officially admitted.

No action can be taken on your nomination until the student is officially admitted by
the Graduate Admissions office. Please flag the packet you send to Graduate
Admissions so that the office will prioritize review of the student. Otherwise, the
file will be reviewed on a first-come, first-served basis.

A complete nomination must include the following:

- **Online Fellowship Nominations Form.** The form can be accessed from the
  Graduate Division Intranet (Jasmine) main menu. Then follow the steps below:

  1. Select the “Online Fellowship Nomination” link under “Fellowships.”
     - Select “Prepare Online Fellowship Nominations.”
     - Select a major, “All” for program and “Entering Graduate Students” for
       applicants.

  2. Select the student’s name from the list of applicants to your
     department/program.

  3. After selecting the student’s name, you will be on the nomination form.

  4. Next to “UCLA Competitive Edge,” select “Yes” to nominate the student.

  5. Rank the nominee.

  6. Click the “Submit Nomination” button and print the page that next appears.
     The page should read “Your nomination has been recorded.” Include this as the
     first page of the emailed nomination PDF file.

- A copy of the student’s complete admission’s dossier, including transcripts

- One letter of recommendation on letterhead from the faculty member who will
  serve as the mentor. Faculty must be in residence during the time of the program.

All nominations must be submitted as a combined PDF file emailed to
outreach@grad.ucla.edu. The file name should be “nominee’s last name, first name
UID_[Edge],” e.g., “Bruin, Josie 002002003_Edge.”

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**Publicizing Fellowship Awardees**
The name and home department of fellowship awardees may be published on the
Graduate Division’s website, in its publications and/or posted on its bulletin boards
and other Graduate Division venues for educational purposes. Awardees who do not
want their information published must check the “Do Not Consent” box when
returning the fellowship contract.

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**Contact**
Estevan Hernández, x53953, e hernandez@grad.ucla.edu
## Childbirth Accommodation Funding

### Purpose
The UCLA Childbirth Accommodation Fund was established to provide expectant mothers who work as GSRs, or who hold extramural fellowships that do not fund maternity leave, with paid leave for up to six weeks. A student may choose to continue to work in some modified capacity during these six weeks but is not required to do so. A longer period of leave may be granted, without pay, in the case of exceptional medical circumstances experienced by the mother or child before or after birth.

Six weeks of maternity leave funding is automatically granted for expectant mothers holding UCLA Fellowships, Graduate Division Endowed Fellowships, or fellowships offered by academic departments and centers at UCLA.

### Eligibility
- You must be currently enrolled in an academic master’s or doctoral degree program. Students in professional programs are not eligible.
- During the time of requested funding, you must be employed as a GSR for at least ten hours per week OR be an extramural fellowship recipient. Students appointed as Readers, Special Readers or Tutors, which are hourly positions, are not eligible.
- Spouses, partners and adoptive parents are not eligible.
- GSRs are eligible to be paid for up to 50% time (20 hours per week).
- You may apply for Childbirth Accommodation Funding for multiple fellowships concurrently. If you have a GSR appointment AND extramural fellowships, you may apply for funding for all of them.

### Application Procedures
- **If you are a GSR, notify your department about your anticipated leave as soon as possible.** The *Petition for Childbirth Accommodation Funding* is due at least 30 days in advance of the leave, except in circumstances where the leave is unanticipated.
- Fill out the student section of the *Petition for Childbirth Accommodation Funding* and give it to your academic department. You will need the endorsement of your Graduate Advisor. Your department should submit the completed Petition to the Graduate Division Fellowships & Financial Services office at 1228 Murphy Hall, Mail Code 144401.
• You and your department will receive an email when your petition has been reviewed.

<table>
<thead>
<tr>
<th>FAQs</th>
<th>1. Can I receive funding from both my department and the Childbirth Accommodation Fund?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Not during the same time period. The Childbirth Accommodation Fund is meant to replace departmental funding during your leave.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FAQs</th>
<th>2. Am I eligible if I have a Graduate Division or departmental fellowship?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Six weeks of maternity leave funding is automatically granted for expectant mothers holding Graduate Division or departmental fellowships. The amount is calculated by dividing the quarterly stipend amount by 10 weeks and multiplying the weekly amount by six (the number of weeks for which the awardee is eligible to receive the Childbirth Accommodation Funding).</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FAQs</th>
<th>3. Am I eligible if I am adopting a child or if I am a father?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No. The Childbirth Accommodation Fund is for birth mothers.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FAQs</th>
<th>4. Are master's students eligible?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Academic master’s students are eligible, professional master’s students are not.</td>
</tr>
</tbody>
</table>

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<thead>
<tr>
<th>FAQs</th>
<th>5. Is funding available during the summer?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FAQs</th>
<th>6. If I work more than 50% time as a GSR, can I receive Childbirth Accommodation Funding for the full amount of my salary?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>No. The Childbirth Accommodation Fund only pays GSRs for up to 50% time.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FAQs</th>
<th>7. How will the funds be disbursed to me?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>They will be automatically deposited into your BruinBill account as a fellowship stipend award.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>FAQs</th>
<th>8. If my childbirth leave spans two quarters, am I eligible for Childbirth Accommodation funding for the whole six weeks?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>It depends on if your GSR appointment funding spans both quarters. If you are only funded for one quarter, you will only receive funding for childbirth leave taken during that quarter. If you are funded for both quarters, you will receive funding for childbirth leave taken during both quarters. If your leave occurs during any University holidays or breaks, you will not receive funding for those days.</td>
</tr>
</tbody>
</table>
9. Can I request more than six weeks?
   No.

10. Will I lose my tuition/fee coverage?
    No.

11. Will I lose my remission benefits?
    No.

**Contact**  Ana Lebon, alebon@grad.ucla.edu, x64309

**Last Updated**  October 2016

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**Eugene V. Cota-Robles Award**

*Information subject to revision.*

**Nominations Open**  January 12, 2018

**Nominations Close**  March 7, 2018

**Purpose**  Designed to release recipients from employment or loan obligations that might delay progress in graduate study. This award is used to place students on a “fast-track” for academic careers, and thereby to increase the numbers of highly qualified candidates for faculty positions at the University of California.

*Each recipient will be expected to work closely with a faculty sponsor* whose role will be that of mentor, guiding the graduate student through the development of a curricular plan and the acquisition of knowledge and skills that will permit the selection of an appropriate dissertation topic leading to the completion of a doctoral degree.

A Cota-Robles awardee may receive the fellowship in only one doctoral department.
Graduate Student Financial Support

### Amount

**Year 1:** GD funding $25,000 stipend plus standard tuition and fees (includes nonresident supplemental tuition, if applicable, for the first year only). If your program charges professional supplemental tuition, that cost is not covered by this fellowship.

**Year 2:** Departmental funding stipend/salary equivalent to highest level of Graduate Division stipend in place at the time (for 2018–19: $25,000), plus standard tuition and fees.

**Year 3:** Departmental funding stipend/salary equivalent to highest level of Graduate Division stipend in place at the time (for 2018–19: $25,000), plus standard tuition and fees.

**Year 4:** Cota-Robles2 Award $25,000 stipend plus standard tuition and fees (excludes nonresident and professional supplemental tuition assessments).

The second year of Graduate Division funding cannot be activated before the department’s two years of funding has paid out.

The funding provided for years 2 and 3 must be departmental funding. Sources outside the home academic department are not considered part of the commitment.

### Eligibility

- Entering doctoral students
- US citizens, permanent residents or registered California AB540 students. Funding will be provided only if AB131 is still in effect for the duration of the fellowship.
- Students who will contribute to the diversity of the graduate student body and the academic profession.

The University of California Office of the President has established the following eligibility criteria for the Cota-Robles Award:

- Participants should demonstrate high potential and promise and should indicate an interest in an academic career in teaching and research; and
- Individuals from cultural, racial, linguistic, geographic and socioeconomic backgrounds that are currently underrepresented in graduate education are especially encouraged to apply for the program. In accordance with state law, applicants to the program may not be given preferential treatment on the basis of race, ethnicity, gender, religion or national origin.

All nominees need to complete the *Diversity Fellowships Supplemental Application* via the online application for admission. The Diversity section at the end must be
completed. In this section, nominees are asked to write a brief statement to describe any aspects of their personal background, accomplishments or achievements that will allow the department and the Graduate Division to evaluate their contributions to the University’s diversity mission.

For example, the applicants should discuss:

- If they engaged in service efforts or programs to increase participation in science, education, humanities, fine arts or social sciences by groups historically underrepresented in higher education;

- If they have the potential to contribute to their graduate program through their understanding of the barriers facing women, domestic minorities, students with disabilities and other members of groups underrepresented in higher education careers, as evidenced by their life experiences and educational background;

- If they display drive and motivation to persist and succeed in their careers in spite of barriers in higher education that disproportionately disadvantage them;

- If they have the potential to bring to their research the creative critical discourse that comes from their non-traditional educational background or from their understanding of the experiences of individuals from groups underrepresented in higher education;

- If, in addition to their primary field of interest, they have the potential to make research contributions to understanding the barriers facing women and domestic minorities in science and other academic disciplines;

- If they have research interests in subjects that will contribute to diversity and equal opportunity in higher education.

Standards and Nomination Procedures

Schools, departments and interdepartmental programs offering doctoral degrees are eligible to nominate their admitted highly recruited entering doctoral students and may nominate another student if nominee declines the award and the deadline has not yet passed. We will not exceed the maximum number of Cota-Robles awardees your department/program has stated that it can support in the coming academic year.

Multiple nominations will be accepted, but all nominees must be officially admitted by the Graduate Division. To prioritize Graduate Division’s Admissions office review of your fellowship nominee, be sure to flag the person as a fellowship nominee. Otherwise, the Admissions office reviews files on a first-in, first-out basis.

When nominating, please be sure nominees understand that they are giving their consent to disclose application information to University officials and to relevant
funding committees.

Students must complete all of the following:

- Fellowship application form
- Diversity Statement
- CV/Resume
- Statement of Purpose

Please nominate students using the “Fellowships Nomination” application on go.grad.ucla.edu. You will still need to:

- Specify the total number of Cota-Robles awardees your department/program can fund for this cycle.
- Provide a brief statement from your department/admissions chair articulating how nominee furthers diversity mission of the University and of your department/program. Statement should be on UCLA letterhead and must include Department/Admission Chair’s signature.
- If you see that a document that should be in landscape position is in portrait position, please rotate it before you upload it.

The Graduate Division must review each nomination and will inform departments and programs in a timely manner whether the student is or is not offered the fellowship.

**Employment** First-year Cota-Robles recipients are not permitted to work during Fall quarter. In Winter and Spring, students may work up to 25% time without an exception under academic apprentice personnel titles. With an exception, students may work up to 50% time in Winter and Spring quarters provided the appointment is a Graduate Student Researcher (GSR) only or a combined GSR/Academic Student Employee (ASE) appointment up to and including 50%. 50% ASE appointments will not be approved.

Requests for employment above 25% time in Winter or Spring terms must be submitted three weeks before the start of the corresponding term.

<table>
<thead>
<tr>
<th>% Time Allowed (First-Year only)</th>
<th>Term</th>
<th>Exception Required</th>
<th>Permitted Appointments</th>
</tr>
</thead>
<tbody>
<tr>
<td>0%</td>
<td>Fall</td>
<td>N/A</td>
<td>None</td>
</tr>
<tr>
<td>% Time Allowed (Fourth-Year [i.e., Graduate Division’s second year])</td>
<td>Term</td>
<td>Exception Required</td>
<td>Permitted Appointments</td>
</tr>
<tr>
<td>------------------------------------------------------------------</td>
<td>---------------</td>
<td>--------------------</td>
<td>-------------------------------------------------</td>
</tr>
<tr>
<td>1%–25% Winter/Spring</td>
<td></td>
<td>No</td>
<td>GSR and/or ASE</td>
</tr>
<tr>
<td>26%–50% Winter/Spring</td>
<td></td>
<td>Yes</td>
<td>26%–50% by exception (Winter and/or Spring: ASE, GSR or ASE/GSR appointments only; 50% ASE appointments will not be approved)</td>
</tr>
</tbody>
</table>

**Publicizing Fellowship Awardees**
The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

**Contact**  uclafellowship@grad.ucla.edu, x51025

**Last Updated**  October 2017

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**Graduate Opportunity Fellowship Program**

*Information subject to revision.*

<table>
<thead>
<tr>
<th>Nominations Open</th>
<th>January 26, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nominations</td>
<td>March 7, 2018</td>
</tr>
</tbody>
</table>
### Awardees Announced

As decided

### Purpose

The Graduate Opportunity Fellowship Program supports a limited number of entering students pursuing either terminal (i.e., MA/MS degree in a program/department that does not offer the doctorate) or professional (e.g., MEd, MSW, MFA, MPH, MPP) master’s degrees. Those applying for the JD are also eligible. Students pursuing MD or DDS degrees are not eligible.

The Graduate Opportunity Fellowship is designed to foster graduate study by facilitating the academic career development of students who have experienced educational disadvantage thus far in their schooling or from groups whose participation in academic careers consistently has been low.

### Amount

The fellowship consists of a $20,000 stipend plus standard tuition and fees and, when necessary, nonresident supplemental tuition. If your program charges professional supplemental tuition, that cost is not covered by this fellowship.

### Eligibility

All nominees must have a minimum 3.0 GPA (2.5 for Law School nominees)

- US citizens, permanent residents or registered California AB540 students. Funding will be provided only if AB131 is still in effect for the duration of the fellowship.

### Standards and Nomination Procedures

The fellowship provides support for students in terminal master’s degree programs during their first year of graduate study. Schools, departments and interdepartmental programs nominate candidates on the basis of the students’ merit.

All nominees must be officially admitted by the Graduate Division. To prioritize Graduate Division’s Admissions office review of your fellowship nominee, be sure to flag the person as a fellowship nominee. Otherwise, the Admissions office reviews files on a first-in, first-out basis. Departments should select students who will contribute to the diversity of the graduate student body and the academic profession.

When nominating, please be sure nominees understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.

Students must complete all of the following:
• Fellowship application form
• Diversity Statement
• CV/Resume
• Statement of Purpose

Please nominate students using the “Fellowships Nomination” application on go.grad.ucla.edu. Your department chair will still need to provide a brief statement articulating how nominee furthers diversity mission of the University and of your department/program. The statement must be on UCLA letterhead and signed by the Department/Admission Chair.

If you see that a document that should be in landscape position is in portrait position, please rotate it before you upload it.

Special Criteria for the Graduate Opportunity Fellowship

The University of California Office of the President has established the following eligibility criteria for the Graduate Opportunity Fellowship Award.

Individuals from cultural, racial, linguistic, geographic and socioeconomic backgrounds that are currently underrepresented in graduate education are especially encouraged to apply for the program. In accordance with state law, applicants to the program may not be given preferential treatment on the basis of race, ethnicity, gender, religion or national origin.

All nominees need to complete the Diversity Fellowships Supplemental application via the online application for admission. The Diversity section at the end must be completed. In this section, nominees are asked to write a brief statement to describe any aspects of their personal background, accomplishments or achievements that will allow the department and the Graduate Division to evaluate their contributions to the University’s diversity mission.

For example, the applicants should discuss:

• If they engaged in service efforts or programs to increase participation in science, education, humanities, fine arts or social sciences by groups historically underrepresented in higher education;

• If they have the potential to contribute to their graduate program through their understanding of the barriers facing women, domestic minorities, students with disabilities and other members of groups underrepresented in higher education careers, as evidenced by their life experiences and educational background;

• If they display drive and motivation to persist and succeed in their careers in spite of barriers in higher education that disproportionately disadvantage them;
• If they have the potential to bring to their research the creative critical discourse that comes from their non-traditional educational background or from their understanding of the experiences of individuals from groups underrepresented in higher education;

• If, in addition to their primary field of interest, they have the potential to make research contributions to understanding the barriers facing women and domestic minorities in science and other academic disciplines;

• If they have research interests in subjects that will contribute to diversity and equal opportunity in higher education.

### Employment

GOFP recipients are not permitted to work during Fall quarter. In Winter and Spring, students may work up to 25% time without an exception under academic apprentice personnel titles. With an exception, students may work up to 50% time in Winter/Spring quarter provided the appointment is a Graduate Student Researcher (GSR) only or a combined GSR/Academic Student Employee (ASE) appointment. 50% ASE appointments will not be approved.

Requests for employment above 25% time in Winter or Spring terms must be submitted three weeks before the start of the corresponding term.

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</thead>
<tbody>
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<td>N/A</td>
<td>None</td>
</tr>
<tr>
<td>1%–25</td>
<td>Winter/Spring</td>
<td>No</td>
<td>GSR and/or ASE</td>
</tr>
<tr>
<td>26%–50%</td>
<td>Winter/Spring</td>
<td>Yes</td>
<td>ASE, GSR or ASE/GSR appointments only; 50% ASE appointments will not be approved</td>
</tr>
</tbody>
</table>

### Publicizing Fellowship Awardees

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

### Contact

Chérie Francis, cfrancis@grad.ucla.edu, x62557
### University of California–Historically Black Colleges & Universities (UC–HBCU) Initiative Fellowship

*Information subject to revision.*

<table>
<thead>
<tr>
<th>Nominations Open</th>
<th>January 12, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nominations Close</td>
<td>March 7, 2018</td>
</tr>
<tr>
<td>Awardees Announced</td>
<td>As decided</td>
</tr>
</tbody>
</table>

**Purpose**

The University of California's reputation as a premier research and teaching institution rests on its capacity to serve the State of California, and nation, at the highest levels. This requires attracting and graduating scholars who reflect the communities of the world.

Through the [UC–HBCU Initiative](#), the Office of the President encourages UC faculty to actively engage in collaboration and cooperation with faculty and students at HBCUs. Such efforts serve to strengthen and enrich our mission of teaching, research and public service.

**Amount**

Full tuition and fees (and nonresident supplemental tuition if applicable) plus annual stipend to match the stipend amount that is provided to students in their respective academic programs.

For each UC–HBCU participant who applies to and is accepted by a UCLA PhD program, the UCLA Graduate Division will submit a request to UCOP for two years of cost-sharing fellowship support through the UC–HBCU Initiative Fellowship program. The distribution of years of funding will be as illustrated below:

- **Year 1:** UCOP
- **Year 2:** Department
- **Year 3:** UCOP
Year 4: Graduate Division

Year 5: Graduate Division

Year 6: Department

The funding provided for years 2 and 6 must be departmental funding. Outside sources are not considered part of the commitment.

Professional Development Funds

UCOP also provides a $1,000 stipend for professional development activities. This stipend can be activated at any time during the Fellowship.

Eligibility

- Entering PhD students participated in a UC–HBCU summer internship
- Students who will contribute to the diversity of the graduate student body and the academic profession
- US citizens, permanent residents, international students or registered California AB540 students. Funding will be provided only if AB131 is still in effect for the duration of the fellowship.

A student who receives a UC–HBCU Fellowship is ineligible for the Graduate Research Mentorship Fellowship (GRM) and the UCLA Dissertation Year Fellowship (DYF).

Standards and Nomination Procedures

All nominees must be officially admitted by the Graduate Division. To prioritize Graduate Division’s Admissions office review of your fellowship nominee, be sure to flag the person as a fellowship nominee. Otherwise, the Admissions office reviews files on a first-in, first-out basis.

When nominating, please be sure nominees understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.

Students must complete all of the following:

- Fellowship application form
- Diversity Statement
- CV/Resume
- Statement of Purpose

Please nominate students using the Cota-Robles “Fellowships Nomination” application on go.grad.ucla.edu. Email uclafellowship@grad.ucla.edu a notice of the
UC–HBCU nomination. We will change the category within the Graduate Division.

If you see that a document that should be in landscape position is in portrait position, please rotate it before you upload it.

Special Criteria for the UC–HBCU Initiative Fellowship

The Graduate Division’s portion of the UC–HBCU Initiative Fellowship is similar to its Eugene Cota-Robles Fellowship. UCOP has established the following eligibility criteria for the Cota-Robles Fellowship:

- Participants should demonstrate high potential and promise and should indicate an interest in an academic career in teaching and research; and
- Individuals from cultural, racial, linguistic, geographic and socioeconomic backgrounds that are currently underrepresented in graduate education are especially encouraged to apply for the program. In accordance with state law, applicants to the program may not be given preferential treatment on the basis of race, ethnicity, gender, religion or national origin.

All nominees need to complete the Diversity Fellowships Supplemental application via the online application for admission. The Diversity section at the end must be completed. In this section, nominees are asked to write a brief statement to describe any aspects of their personal background, accomplishments or achievements that will allow the department and the Graduate Division to evaluate their contributions to the University’s diversity mission.

For example, the applicants should discuss:

- If they engaged in service efforts or programs to increase participation in science, education, humanities, fine arts or social sciences by groups historically underrepresented in higher education;
- If they have the potential to contribute to their graduate program through their understanding of the barriers facing women, domestic minorities, students with disabilities and other members of groups underrepresented in higher education careers, as evidenced by their life experiences and educational background;
- If they display drive and motivation to persist and succeed in their careers in spite of barriers in higher education that disproportionately disadvantage them;
- If they have the potential to bring to their research the creative critical discourse that comes from their non-traditional educational background or from their understanding of the experiences of individuals from groups underrepresented in higher education;
- If, in addition to their primary field of interest, they have the potential to make research contributions to understanding the barriers facing women and domestic minorities in science and other academic disciplines;
- If they have research interests in subjects that will contribute to diversity and...
equal opportunity in higher education.

**Employment**

UC–HBCU recipients may work up to 25% time without an exception under academic apprentice personnel titles. With an exception, students may work up to 50% time provided the appointment is a Graduate Student Researcher (GSR) only or a combined GSR/Academic Student Employee (ASE) appointment. 50% ASE appointments will not be approved.

Requests for employment above 25% time must be submitted three weeks before the start of the corresponding term.

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**Publicizing Fellowship Awardees**

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

**Contact**

Chérie Francis, cfrancis@grad.ucla.edu, x62557

**Last Updated**

September 2017

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**Graduate Summer Research Mentorship Program (GSRM)**

*Information subject to revision.*

**Student Deadline**

February 7, 2018

Students self-nominate for this fellowship.
Awardees Announced

Amount $6,000 stipend.

NOTES: Students funded during the summer must have been continuously registered/enrolled during the previous Spring Quarter and must be continuously registered/enrolled during the following Fall Quarter. Otherwise, their summer funding will be cancelled, and it will have to be repaid.

The students also must have a cumulative 3.0 GPA at time of award (i.e., at the time of payment disbursement).

Purpose The GSRM Program is designed to provide financial support for UCLA doctoral students in the arts, humanities, social sciences, public health and nursing. It is also designed to release recipients from employment or loan obligations that might delay progress in graduate study. Awardees should consider it as their principal/primary summer activity.

A specific objective of the program is to promote opportunities for students to work closely with a faculty mentor in developing a paper for presentation at an academic conference and/or for publication. General goals are to facilitate close working relationships between faculty and students during the early stages of graduate education, to promote timely degree progress, and to encourage creative scholarship and research productivity.

Program Expectations GSRM awardees are expected to complete and submit a draft of a paper (either single-authored by the student or co-authored with the faculty mentor) by the end of the summer through the GSRM Program Evaluation. This paper should be submitted for presentation at a professional conference and/or for publication sometime during the following academic year (October–June).

It is expected that the faculty mentor will be in frequent contact with the awardee during the summer and committed to working closely with the student. Awardees and mentors must complete program evaluation at the end of summer.

If the program evaluation and paper are not submitted by the end of the program, recipients will not be considered if applying for this program in subsequent years.

GSRM awardees may not work more than 25% time so as to not detract from the GSRM experience. Furthermore, awardees should be mindful that by accepting funding, they are declaring that this will be their foremost, sole activity in summer. Should a post-audit discover appointment(s) above 25%, the GSRM
stipend will be prorated and reduced accordingly (e.g., a 50% TA appointment for a six-week summer session will result in a reduction of the GSRM stipend by at least 46%–6 weeks of the 13 that should have been devoted to the GSRM activities were spent as a TA).

### Other Summer Funding

GSRM awardees are not permitted to have other summer funding (e.g. but not limited to: the George and Sakaye Aratani Fellowship, Center for European and Russian Studies Summer Award, Foreign Language and Area Studies [FLAS], Graduate Dean’s Scholar Award, Lenart Travel Fellowship, National Institutes of Health [NIH] Training Grant, National Science Foundation’s Graduate Research Fellowship Program).

If a post-audit reveals multiple summer funding sources, the GSRM will be cancelled, and the student will need to repay the entire stipend.

### Preparing a Strong Application

- The mentoring relationship is a key component in this fellowship. The faculty mentor’s letter of recommendation must address the following:

  - Specific mentoring activities and plans that will prepare the applicant’s summer research for publication or conference presentation
  - A clear plan for meetings, progress reports, research development, and expectations for final paper to be presented at a conference and/or for publication

- The applicant’s research overview should be written so that the work will be understandable and its significance appreciated by faculty who may not be experts in the applicant’s field.

- The description of the research paper should present the following, as appropriate to the subject:

  - The question(s), thesis or hypothesis being addressed;
  - The project scope and the research approach, plan or methodology;
  - A synopsis of any preliminary findings, results and/or analysis;
  - The significance, originality and/or and impact of the work.

- The relevance and significance of the mentoring activities to the achieving the project goals should be clearly articulated.

- If you have already received a GSRM award, briefly describe how the award enabled you to advance your research skills and progress, and note any presentations and/or publications you have authored or co-authored since
receiving the award. Explain why a second GSRM award is justified, as they are made only in exceptional cases.

- Reviewers will evaluate all applications holistically, with particular attention to the:
  - Overall quality of project and proposal
  - Applicant’s readiness for this mentoring fellowship
  - Applicant’s academic record, as reflected in his/her transcripts
  - Mentor’s recommendation

Eligibility
The program is open to UCLA doctoral students in the arts, humanities, social sciences, public health and nursing who:

1. Are in year one, two or three of UCLA doctoral study at the time of application; priority will be given to students currently (at the time of application) in year one or two of doctoral study, and to students who have not already received a GSRM award;

2. Have not yet advanced to doctoral candidacy;

3. Are US citizens, permanent residents, international or registered California AB540 students. For international students, funding is subject to fellowship eligibility in regards to visa type. For those under AB540, funding will be provided only if AB131 is still in effect for the duration of the fellowship;

4. Have been continuously enrolled/registered the previous Spring and will be continuously enrolled/registered the following Fall. If these conditions are not met, the awardee will be required to repay the summer award.

5. Must have cumulative 3.0 GPA at time of award (i.e., at the time of payment disbursement).

Awardees of the George and Sakaye Aratani Fellowship, Center for European and Russian Studies Summer Award, Graduate Dean’s Scholar Award, the National Science Foundation Graduate Research Fellowship Program, the Foreign Language & Area Studies (FLAS), Lenart Travel Fellowship, National Institutes of Health (NIH) Training Grant and other summer fellowships are not eligible to receive GSRM funding at the same time as their other funding.

Students may apply for the GSRM in only one doctoral degree program and may receive the award only twice. Note that second awards are made only in exceptional cases. In addition, prior-year recipients who did not complete the program evaluation nor submit their draft paper will not be considered.
Application Procedure

Students nominate themselves for this award.

By applying, students understand that they are giving their consent to disclose
application information to University officials and to relevant funding committees.

NOTE: Applications that do not follow all application procedures listed below will
be disqualified and not considered for the fellowship. Revisions to applications
after submission are not allowed; no exceptions.

To apply:

- Students must go to the 2018–19 Fellowship Application for Continuing
  Graduate Students site at www.grad.ucla.edu/asis/flap/apply.htm.

- Upload the following documents in the order listed as a single PDF file. Do
  not include the letter of recommendation as part of the PDF.

1. Overview of Research Paper. Describe the work you will do in the summer
to prepare your research for presentation at a regional or national
conference and potentially for publication. Include the mentoring activities
in which you and your faculty mentor will engage. If you have already
received a GSRM award, briefly describe the research progress,
presentations and/or publications that resulted from that experience.

   The Overview of Research Paper should be a maximum of four pages,
double spaced, inclusive of images, graphs, tables, notes and/or references
as appropriate. Minimum font size 11 pt., with at least 1” margins. Pages in
excess of four pages will not be forwarded for review.

2. An unofficial copy of your Graduate Transcript with Fall 2017 grades posted.
The transcript printed from MyUCLA is acceptable. Do not submit a Degree
Progress Report (DPR). If Fall Quarter is your first graduate term at UCLA,
please include an unofficial transcript from the last college/university
attended even if the last university was UCLA.

   Students who have incomplete grades that remain unresolved (i.e., “I”
grades) must provide a statement explaining the reason for the
incomplete(s), the steps that will be taken to resolve the incomplete(s)
and the timeline for doing so.

3. Resume or Curriculum Vitae.

4. Letter of recommendation from the faculty member who will serve as the
mentor. The mentor does not have to be from the same
department/program as the applicant.
   
   o In Step 3 of the online fellowship application process, provide
     the name and email address of the recommender. The system
will then send your recommender an email with instructions as to how to submit the letter online as a PDF document. The recommender will not need to email anything to the Student Affairs Officer.

- It will be the student’s responsibility to ensure that the letter has been submitted on time. The online site will provide information about the status of the letter’s upload.

- The letter of recommendation is due on or before the GSRM application deadline. Applications missing the letter of recommendation will not be reviewed.

- The mentor should describe the mentoring relationship and the paper that the student will complete during the summer. If a mentoring relationship has already been established between applicant and faculty member, the letter should distinguish between ongoing and additional mentoring activities that would occur during this period.

- If there is a document that should be in landscape position and it is in portrait position, please rotate it before you upload it.

Incomplete applications will not be accepted or forwarded for review.

<table>
<thead>
<tr>
<th>Publicizing Fellowship Awardees</th>
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<tbody>
<tr>
<td>Program Dates</td>
<td>The 13-week program begins June 18, 2018 and ends September 14, 2018.</td>
</tr>
<tr>
<td>Contact</td>
<td>Henry Hernandez, <a href="mailto:hherandez@grad.ucla.edu">hherandez@grad.ucla.edu</a>, x51985</td>
</tr>
<tr>
<td>Last Updated</td>
<td>August 2017</td>
</tr>
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**Go.Grad Nomination Process for Certain Fellowships**

<table>
<thead>
<tr>
<th>Fellowships Affected</th>
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</thead>
<tbody>
<tr>
<td>Privately Endowed Fellowships (Entering &amp; Continuing Students)</td>
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<tr>
<td>Cota-Robles 2 (Continuing Students Only)</td>
<td></td>
</tr>
<tr>
<td>Graduate Research Mentorship (Continuing Students Only)</td>
<td></td>
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<tr>
<td>Dissertation Year Fellowship (Continuing Students Only)</td>
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<table>
<thead>
<tr>
<th>Departmental Nomination Procedures</th>
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</thead>
<tbody>
<tr>
<td>1. Nominate students using the “Fellowships Nomination” application on go.grad.ucla.edu.</td>
<td></td>
</tr>
<tr>
<td>2. Under “My Apps,” click on “Fellowship Nominations (Pilot).”</td>
<td></td>
</tr>
<tr>
<td>3. On the next screen, under “Online Fellowship,” click on “Nominate for Other Graduate Division Fellowships.”</td>
<td></td>
</tr>
<tr>
<td>4. Select your department from the drop down menu (if you have access to more than one department/program).</td>
<td></td>
</tr>
<tr>
<td>5. Select the fellowship for which you wish to make nominations. You’ll only be able to nominate for one fellowship at a time.</td>
<td></td>
</tr>
<tr>
<td>6. Hit the “Submit” button.</td>
<td></td>
</tr>
</tbody>
</table>

**SEE ALL APPLICANTS**

7. On the next page, the top two lines will let you know the fellowship for which you are submitting nominations and the department/program. Any restrictions as to, e.g., maximum number of nominees, will be listed under the “Submitted” line.

8. Scroll to the bottom of the page and work your way up.

9. The “Students for Nomination” section is where you will see all students who applied to be considered for this fellowship. If you want to see a list of all who applied, hit the “CSV” button. An Excel spreadsheet will appear in the bottom left-hand corner of your screen as a download. Open it and click on the UID column to have the UID appear.

**UPLOAD (CORRECTED) PDF FILES/LETTER(S) OF RECOMMENDATION**

10. To view the PDF files and to upload corrected student application PDF files and letter(s) of recommendation, click on the yellow folder to the left of the UID in the “Students for Nomination” box. This will take you to the page where you can view and/or upload files. You can also click on the UID in the “Department Selection” box.

11. On the next screen, hit “View File” under the “Student Submission” line to see what the student submitted via the online fellowship application. You can then save and/or print the documents.

12. To upload a corrected student application PDF file, hit the “Select” button under “Department Submission.” Once you’ve found the correct file on your computer, hit the “Upload” button. **Upload a complete PDF file even if only a portion of the student’s originally uploaded file is incorrect.**
13. **Upload the letter(s) of recommendation** separately from the student’s PDF application file. If there are **two letters to upload**, they must be merged into a single PDF file. Use the same process as above to “Select” and “Upload” the documents, which must be in PDF format.

14. If you see that a document that should be in landscape position is in portrait position, please rotate it before you upload it.

15. Once you’re done uploading the student files and/or letter(s), hit “Back” to return to the nomination screen.

**RANK NOMINEES**

16. If you wish to **nominate a student**, click on the “Add” button at the right of the name in the “Students for Nomination” box. This will move the name to the “Department Selection” box and remove it from the “Students for Nomination” box.

17. You can **change the ranking** of the students in the “Department Selection” section by highlighting the name and clicking and dragging the name to the desired position or by hitting the up or down arrow. The name at the top of the list will be your department’s #1 rank, i.e., the highest rank.

18. If you **no longer wish to nominate** a student, hit the “x” box. The name will return to the “Students for Nomination” section.

19. If the fellowship is **open to Entering Students**, you will see a box where you can enter the UID. Be sure to hit the “Add” button (do **not** hit the “Enter”/“Return” button). The name will show up in the “Department Selection” section above. If you later decide not to nominate this person, the name will appear in the “Students for Nomination” box.

**SUBMIT NOMINATION(S)**

20. Once you have added and ranked all students in “Department Selection,” hit the “Submit Nominations” button. This will bring up a query box asking if you’re ready to **nominate your students to the Graduate Division**. If you are, hit “OK.” If not, hit “Cancel.” Once you hit “OK,” the names will disappear from the “Department Selection” box and move up to the “Submitted” box. If necessary, you can view/upload PDF files again at this “Submitted” stage.

21. If you wish to nominate more students after you’ve “Submitted” your nominations to the Graduate Division, you would follow the processes above. However, the ranking cannot be changed. Any additional nominees will start at the next number. For example, if there are three names in the “Submitted” box, any new nominees will be numbered #4, #5, #6, etc.

**VIEW AWARD STATUS**

22. To see that status of your nominees, log back on to go.grad.ucla.edu and repeat steps 1–6. The award status will appear to the right of the student’s name in the “Submitted” box.
Graduate Research Mentorship Program

*(Information subject to revision.)*

<table>
<thead>
<tr>
<th><strong>Student Deadline</strong></th>
<th>Final date of application is determined by the home department.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Suggested deadline: February 14, 2018</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Nominations</strong></th>
<th>February 14, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Open</strong></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Nominations</strong></th>
<th>March 14, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Close</strong></td>
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<table>
<thead>
<tr>
<th><strong>Awardees</strong></th>
<th>April 25, 2018</th>
</tr>
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<tbody>
<tr>
<td><strong>Announced</strong></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Amount</strong></th>
<th>$20,000 stipend plus standard tuition and fees (excluding nonresident supplemental tuition and professional degree supplemental tuition).</th>
</tr>
</thead>
</table>

Purpose

The Graduate Research Mentorship (GRM) Program is designed to assist students in acquiring and developing advanced research skills under faculty mentorship. The program is open to doctoral students in the arts, humanities, social sciences, public health and nursing. Faculty mentors are expected to be in frequent contact with the student participants and to assist them with research leading to the development of a doctoral dissertation.

Program Expectations

Awardees will be asked to submit a year-end program evaluation to the Graduate Division. Faculty mentors will also be asked to submit a year-end evaluation of their participation in the program.

Preparing a Strong Application

- The mentoring relationship is a key component in this fellowship. The faculty mentor’s letter of recommendation must address the following:
  - Specific mentoring activities that will advance the student’s research skills toward the preparation of a dissertation.
  - A clear plan for meetings, progress reports and expectations for final
products/deliverables.

- The proposal should be written so that the work will be understandable and its significance appreciated by faculty who may not be experts in the applicant’s field.

- The proposal should outline, as appropriate to the subject:
  
  o The question(s), thesis or hypothesis that will be developed;
  
  o The scope of the research and the research approach, plan or methodology;
  
  o A synopsis of any preliminary findings, results and/or analysis;
  
  o The significance, originality and/or anticipated impact of the work.

- The relevance and significance of the mentoring activities to the achieving the project goals should be clearly articulated.

- If you have already received a GRM award, briefly describe how the award enabled you to advance your research skills and progress, and note any presentations and/or publications you have authored or co-authored since receiving the award. Explain why a second GRM award is justified, as they are made only in exceptional cases.

- Reviewers will evaluate all applications holistically, with particular attention to the:
  
  o Overall quality of project and proposal
  
  o Applicant’s readiness for this mentoring fellowship
  
  o Applicant’s academic record as reflected in his/her transcripts
  
  o Mentor’s recommendation

**Eligibility** The program is open to UCLA doctoral students in the arts, humanities, social sciences, public health and nursing who:

1. Are in year one, two or three of UCLA doctoral study at the time of application. Priority will be given to students currently (at the time of application) in year one or two of doctoral study, and to students who have not already received a GRM award,

2. Are not yet advanced to candidacy,

3. Are US citizens or permanent residents or are registered California AB540 students. Funding for the latter will be provided only if AB131 is still in
effect for the duration of the fellowship.

4. Must have cumulative 3.0 GPA at time of award (i.e., each payment disbursement) and throughout term of award;

5. Must be enrolled in 12 units throughout term of award.

Students from cultural, racial, linguistics, geographic and socioeconomic backgrounds that are currently underrepresented in graduate education are especially encouraged to participate in the program. Departments are encouraged to nominate students who contribute to the diversity mission of the University.

Students may apply for the GRM in only one doctoral degree program and may receive the award only twice. Note that second awards are made only in exceptional cases.

Cota-Robles awardees may receive a GRM only once in addition to their Cota-Robles 2 (CR2).

A student who receives a UC–HBCU Fellowship is ineligible for the GRM.

<table>
<thead>
<tr>
<th>Student Application Procedures</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applicants must be nominated by their department, IDP or school.</td>
</tr>
<tr>
<td>When nominating, please be sure nominees understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.</td>
</tr>
<tr>
<td><strong>NOTE:</strong> Applications that do not follow all application procedures listed below will be disqualified and not considered for the fellowship. Revisions to applications after submission are not allowed; no exceptions.</td>
</tr>
<tr>
<td>To apply for nomination, students must go to the <a href="https://www.grad.ucla.edu/asis/flap/apply.htm">2018–19 Fellowship Application for Continuing Graduate Students</a> site at <a href="http://www.grad.ucla.edu/asis/flap/apply.htm">www.grad.ucla.edu/asis/flap/apply.htm</a>. There, they upload a single PDF of the following documents (except the letter of recommendation) in the order listed.</td>
</tr>
<tr>
<td>1. A proposal describing the research question(s) or goal(s) and the scope of the research, the research training and/or activities, and the mentoring and collaborative activities that the student and their faculty member will undertake during the award period. The document should be a maximum of four pages, double spaced, inclusive of images, graphs, tables, notes and/or references as appropriate. Minimum font size 11 pt., with at least 1” margins. <strong>Pages in excess of four pages will not be forwarded for review.</strong></td>
</tr>
</tbody>
</table>
| An unofficial transcript that includes Fall Quarter 2017 grades. The transcript printed from MyUCLA is acceptable. Do not submit a Degree Progress Report (DPR). If Fall Quarter is your first graduate term at UCLA, please include an unofficial transcript from the last college/university attended.
even if the last university was UCLA.

Students who have incomplete grades that remain unresolved (i.e., “I” grades) must provide a statement explaining the reason for the incomplete(s), the steps that will be taken to resolve the incomplete(s) and the timeline for doing so.

2. Student’s resume or curriculum vitae.

3. A letter of recommendation from the faculty member who will serve as the mentor.
   - In Step 3 of the online fellowship application process, provide the name and email address of the recommender. The system will then send your recommender an email with instructions as to how to submit the letter online as a PDF document.
   - The mentor should describe the mentor relationship and the project that the student will carry out during the academic year. If a mentoring relationship has already been established between the applicant and faculty member, the letter should distinguish between ongoing and additional mentoring activities that would occur during this period.
   - It will be the student’s responsibility to ensure that the letter has been submitted on time. The online site will provide information about the status of the letter’s upload.
   - The letter of recommendation is due on or before the GRM application deadline. Applications missing the letter of recommendation will not be reviewed.

If there is a document that should be in landscape position and it is in portrait position, please rotate it before you upload it.

Incomplete applications will not be accepted nor forwarded for review.

<table>
<thead>
<tr>
<th>Departmental Nomination Procedures</th>
<th>Please nominate students using the “Fellowships Nomination” application on go.grad.ucla.edu. Details begin on page 158.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employment Exception Request</td>
<td>GRM awardees wishing to work 26% to 50% time as a Graduate Student Researcher (GSR) or in a combination of GSR and Academic Student Employee (ASE—e.g., Teaching Assistant, Reader) titles must submit the information listed below in order for the exception request to be considered.</td>
</tr>
<tr>
<td>Requests for employment above 25% time in Winter or Spring terms must be submitted three weeks before the start of the corresponding term.</td>
<td></td>
</tr>
</tbody>
</table>
1. An exception request on the Graduate Division Intranet (Jasmine) via their home department’s Student Affairs Officer (SAO)/Staff Graduate Advisor.

2. Supplemental materials to the SAO, who will then forward them to the Fellowships & Financial Services Office:
   - Forward letter (or email) of support from the GRM mentor with detailed information on academic benefit to the student and justification as to how the appointment will not impede progress towards the research associated with the GRM (e.g., provide hours to be spent on research, mentoring, etc.).
   - Include student’s explanation to the department chair for the exception request.
   - Provide payroll information; dates of employment, compensation, percentage of time.
   - Above 50% employment not permitted.
   - 50% appointments as GSR may be considered.
   - 50% appointments as TA or other Academic Student Employee (ASE) title will be denied.
   - 50% combination of appointments (25% GSR + 25% TA) may be considered.

Requests for exception will not be reviewed unless all documentation is submitted.

Publicizing Fellowship Awardees
The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

Contact Shannon Yu, syu@grad.ucla.edu, x53623

Last Updated August 2017

Activating the Graduate Division’s Second Year of the Cota-Robles (aka Cota-Robles2/CR2)

Deadline June 6, 2018
To find out which of your students should be activating their second year of Graduate Division’s Cota-Robles funding, go to the “Encumbrance Report” in the “Fellowships” section on Jasmine. Look in the “Eugene Cota-Robles” section of the report and find “C2” in the “Fund Source” columns. “C2” refers to the second year of Graduate Division Cota-Robles funding (aka Cota-Robles2).

Cota-Robles awardees activating their second year of Graduate Division funding may be advanced to candidacy at the time of activation.

Awardees must activate their "Cota-Robles 2" via their department or school. To activate, the student:

- Must have a minimum 3.0 cumulative GPA as of Fall 2017
- Goes to the 2018–19 Fellowship Application for Continuing Graduate Students site at www.grad.ucla.edu/asis/flap/apply.htm and selects “Cota-Robles Awardee Activating CR2”

Please.nominate students using the “Fellowships Nomination” application on go.grad.ucla.edu. Details begin on page 44.

<table>
<thead>
<tr>
<th>Decision</th>
<th>July 6, 2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount</td>
<td>$25,000 stipend plus standard tuition and fees (excluding nonresident supplemental tuition and professional supplemental tuition).</td>
</tr>
<tr>
<td>Eligibility</td>
<td>Cota-Robles awardees activating their second year of Graduate Division funding (Cota-Robles2/CR2) may be advanced to candidacy at the time of activation. Awardees</td>
</tr>
<tr>
<td></td>
<td>Must have cumulative 3.0 GPA at time of award (i.e., each payment disbursement) and throughout term of award;</td>
</tr>
<tr>
<td></td>
<td>Must be enrolled in 12 units throughout term of award;</td>
</tr>
<tr>
<td></td>
<td>Must have received at least two years of home department’s years of Cota-Robles funding before activating CR2.</td>
</tr>
<tr>
<td></td>
<td>Students who are also Graduate Research Mentorship (GRM) awardees may not activate CR2 funding until the completion of GRM funding and demonstration that the home academic department has fulfilled its mandatory two-year funding commitment.</td>
</tr>
<tr>
<td>Departmental Nomination</td>
<td>By activating, students understand that they are giving their consent to disclose</td>
</tr>
</tbody>
</table>
### Procedures

Application information to University officials and to relevant funding committees.

Please nominate students using the “Fellowships Nomination” application on go.grad.ucla.edu. Details begin on page 158.

### Employment Exception Request

Cota-Robles2 awardees wishing to work 26% to 50% time as a Graduate Student Researcher (GSR) or in a combination of GSR and Academic Student Employee (ASE) (e.g., Teaching Assistant, Reader) titles must submit the information listed below in order for the exception request to be considered.

Requests for employment above 25% time in Winter or Spring terms must be submitted three weeks before the start of the corresponding term.

1. An exception request on the Graduate Division Intranet (Jasmine) via their home department's Student Affairs Officer (SAO)/Staff Graduate Advisor.

2. Supplemental materials to the SAO, who will then forward them to the Fellowships & Financial Services Office:
   - Forward letter (or email) of support from the CR2 mentor with detailed information on academic benefit to the student and justification as to how the appointment will not impede progress towards the research associated with the CR2 (e.g., provide hours to be spent on research, mentoring, etc.).
   - Include student’s explanation to the department chair for the exception request.
   - Provide payroll information; dates of employment, compensation, percentage of time.
   - **Above 50% employment not permitted.**
   - **50% appointments as GSR may be considered**
   - **50% appointments as TA or other Academic Student Employee (ASE) title will be denied.**
   - **50% combination of appointments (25% GSR + 25% TA) may be considered.**

Exception will not be reviewed unless all documentation is submitted.

### Publicizing Fellowship Awardees

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.
Dissertation Year Fellowship Program

(Information subject to revision.)

Student Deadline

Final date of application is determined by the home department.

Suggested deadline: February 28, 2018

Nominations

Open

February 28, 2018

Nominations

Close

March 28, 2018

Awardees

Announced

May 25, 2018

Purpose

This program is intended to support doctoral students who are advanced to candidacy at the time of nomination (March 28) and are within one year of completing and filing the dissertation and planning to start teaching or research appointments soon after the end of their dissertation fellowship year.

Amount

$20,000 stipend plus standard tuition and fees (excluding nonresident supplemental tuition and professional degree supplemental tuition).

For 2017–2018, there were approximately 200 fellowships awarded under this program. The number of fellowships for 2018–2019 will depend on available funding.

Among the DYFs offered, up to three may be funded by the following program:
The Siegfried W. Ulmer Dissertation Year Fellowship

Up to three fellowships to support the dissertation year of international graduate students from Europe earning their doctoral degree at UCLA and who are in good academic standing. Priority will be given to candidates whose last name or whose mother’s or grandmother’s maiden name is Ulmer, Dehaene, Dalbera or Berenguer. United States citizens with the last name of or whose mother’s or grandmother’s maiden name is Haldi are also eligible and are given priority. Each fellowship will offer a $20,000 stipend, mandatory standard tuition and fees (excluding nonresident supplemental tuition and professional degree supplemental tuition). This DYF is offered pending funding availability.

Eligibility

Eligible applicants are US citizens, permanent residents, international or registered California AB540 students. For international students, funding is subject to fellowship eligibility in regards to visa type. For those under AB540, funding will be provided only if AB131 is still in effect for the duration of the fellowship.

Award recipients should complete all degree requirements within 12 months of beginning their dissertation fellowships and will be required to submit a report of their progress at the midpoint.

Failure to submit a progress report by the deadline will result in suspension of payment for subsequent terms.

<table>
<thead>
<tr>
<th>PROGRESS REPORT REQUIREMENT DEADLINES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Summer Starts</td>
</tr>
<tr>
<td>December 12, 2018</td>
</tr>
</tbody>
</table>

These and the submission and eligibility criteria also apply to Distinguished TA recipients activating their Dissertation Year Fellowship.

The following minimum standards must be met or the award will be canceled:

1. Students must be officially advanced to doctoral candidacy at the time they are nominated by their departments (March 28, 2018). “Officially” means ATC documents have been received by the Graduate Division’s Academic Services. Exception: Distinguished TA recipients have until the end of Summer Session C to advance.

2. Students must file their dissertations within 12 months of beginning their fellowships. The thoroughness with which nominees have provided details in their application for completion of their dissertation is an important element in
assessing their candidacy for a Dissertation Year Fellowship.

3. No student who has previously received any dissertation fellowship from Graduate Division funds (such as, but not limited to, a Distinguished TA Dissertation Year Fellowship) is eligible for a Dissertation Year Fellowship. Students who have received dissertation funding from other sources of funding specifically for the last year of write-up (e.g., Ford Foundation) also are not eligible.

4. Recipients must be registered and enrolled continuously in 12 units during the entire academic year. Registration/enrollment is not required for summer payments. Awardees starting their DYF on July 1 must have been continuously registered/enrolled in the previous Spring and must plan to continuously register/enroll in the following Fall. If not, their summer funding will be cancelled, and it will have to be repaid.

5. At the time of each payment’s disbursement, recipients must have a cumulative GPA of at least 3.0 and maintain at least a cumulative 3.0 GPA during the entire time of the award.

6. It is expected that students receiving the Dissertation Year Fellowship will not be employed more than 25% time, including those who activate in the summer.

Dissertation Year Fellows are not eligible to receive Graduate Division funding of any kind after the last DYF payment has been issued.

Students may apply for the DYF in only one doctoral degree program.

A student who receives a UC–HBCU Fellowship is ineligible for the DYF.

**Application Procedure**

Students must be nominated by their departments. When nominating, please be sure nominees understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.

**NOTE:** Applications that do not follow the application procedures listed below will be disqualified and not considered for the fellowship. Revisions to applications after submission are not allowed; no exceptions.

To apply for nomination, students must go to the 2018–19 Fellowship Application for Continuing Graduate Students site at [www.grad.ucla.edu/asis/flap/apply.htm](http://www.grad.ucla.edu/asis/flap/apply.htm).

There, they upload a single PDF of the following documents (except the letters of recommendation) in the order listed. If there is a document that should be in landscape position and it is in portrait position, they should rotate it before they upload it.
1. The student’s proposed plan for completing the dissertation. Evidence that the student can successfully complete the dissertation in the year of the award is an important factor in the selection process. The student’s name and “Proposed Plan for Completing the Dissertation” should appear at the top of each page. The document should be a maximum of four pages (pages in excess of four pages will not be forwarded for review), double spaced, inclusive of images, graphs, tables, notes and/or references as appropriate. Minimum font size 11 pt., with at least 1” margins. The plan should describe or include:

- A brief **abstract** that summarizes in a manner appropriate to the subject or discipline:
  - motivation, context and/or foreground for the research;
  - question or hypothesis being addressed;
  - theoretical framework, experimental approach or research methodology;
  - preliminary findings;
  - innovation, significance and/or impact of the work.
  Typically, the abstract is about 150 to a maximum of 300 words in length. It is essential that it be written for faculty who may not be expert in the student’s field of research.

- A brief **introduction** that provides background and context for the work.

- A **research plan** that describes the current status of the research and the plan for addressing the remaining research aims/goals to complete the dissertation. This section may include images, graphs, and/or tables, if appropriate.
  If applicable, the plan should include information on sampling, instrumentation, data sources and collection, analyses and expected results. A synopsis of preliminary results or analyses may be incorporated as space permits.

- A detailed **timeline** with projected monthly progress for the remaining research, writing, revision and defense of the dissertation (see “Activation Term Selection” section below).

2. An unofficial transcript that includes Fall Quarter 2017 grades. The transcript printed from MyUCLA is acceptable. Do not submit a Degree Progress Report (DPR).

Students who have incomplete grades that remain unresolved (i.e., “I” grades) must provide a statement explaining the reason for the incomplete(s), the steps that will be taken to resolve the incomplete(s) and the timeline for doing so.

3. The student’s personal statement of career goals after receiving the degree (maximum two pages, double-spaced).

4. The student’s resume or curriculum vitae that includes the following, as
Graduate Student Financial Support

appropriate to the discipline:

- Education (degrees earned and in-progress, with dates; date of advancement to candidacy)
- Extramural, departmental and Graduate Division awards, prizes and fellowships (include year and amount)
- Published and submitted manuscripts, if any, while a doctoral student at UCLA. Provide full citations, including start/end pages. Do not include manuscripts in preparation.
- Conference presentations, if any, while a doctoral student at UCLA. Indicate the conference date and place, and whether it was a poster or oral presentation. If there are multiple authors, place an asterisk by the name of the presenter.
- Other creative, academic and professional contributions in the student’s field, such as performances, exhibits, community and public service.

5. Two signed letters of reference, one of which must be from the dissertation chair. References should emphasize academic accomplishments, degree progress and feasibility of completing the dissertation within the 12-month period proposed by the applicant.

- In Step 3 of the online fellowship application process, provide the name and email address of the recommender. The system will then send your recommender an email with instructions as to how to submit the letter online as a PDF document. Repeat this process for the second recommender.
- The recommenders will not need to email anything to the department Student Affairs Officer.
- It will be the student’s responsibility to ensure that the letters have been submitted on time. The online site will provide information about the status of the letter’s upload.
- The letters of recommendation are due on or before the DYF application deadline. Applications missing letters of recommendation will not be reviewed.

Incomplete applications will not be accepted nor forwarded for review.

| Activation Term Selection | Awardees have the option to select one of three DYF start dates: July 1, October 1 or January 1. Whichever start date is selected, the awardee will have 12 months during which to complete and file the dissertation. In the application, please propose one of these activation dates. This is not a firm commitment but is essential information for reviewers to evaluate the likelihood that the work will be completed within the proposed timeframe. Note that the DYF award does not override the deadline by which the student can file the dissertation nor the fee(s) s/he will have to pay as a result of when the dissertation is filed. More details can be found in the Standards and Procedures for |
Graduate Study at UCLA, which is available at www.grad.ucla.edu/gasaa/library/spfgs.pdf.

See the chart below to see the details of the funding disbursement options for those on the quarter system.

\( \text{X} = \text{DYF activated} \)

<table>
<thead>
<tr>
<th>Option</th>
<th>Summer</th>
<th>Fall</th>
<th>Winter</th>
<th>Following Spring</th>
<th>Following Summer</th>
<th>Following Fall</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>×</td>
<td>Stipend, Tuition/Fees</td>
<td>Stipend, Tuition/Fees</td>
<td>Tuition/Fees</td>
<td>-</td>
<td>-</td>
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<tr>
<td>2</td>
<td>-</td>
<td>× Stipend, Tuition/Fees</td>
<td>Stipend, Tuition/Fees</td>
<td>Stipend, Tuition/Fees</td>
<td>-</td>
<td>-</td>
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<tr>
<td>3</td>
<td>-</td>
<td>-</td>
<td>× Stipend, Tuition/Fees</td>
<td>Stipend, Tuition/Fees</td>
<td>Stipend</td>
<td>Tuition/Fees</td>
</tr>
<tr>
<td>4</td>
<td>-</td>
<td>-</td>
<td>× Stipend, Tuition/Fees</td>
<td>Stipend, Tuition/Fees</td>
<td>-</td>
<td>Stipend, Tuition/Fees</td>
</tr>
</tbody>
</table>

See the chart below for details of the funding disbursement options for those on the semester system.

\( \text{X} = \text{DYF activated} \)

<table>
<thead>
<tr>
<th>Option</th>
<th>Summer</th>
<th>Fall</th>
<th>Spring</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>×</td>
<td>Stipend (1/3), Tuition/Fees</td>
<td>Stipend (1/3), Tuition/Fees</td>
</tr>
<tr>
<td>2</td>
<td>×</td>
<td>Stipend (1/2), Tuition/Fees</td>
<td>Stipend (1/2), Tuition/Fees</td>
</tr>
</tbody>
</table>

**Hints to Students for Preparing a Strong Application**

The proposal should be written so that the work will be understandable and its significance appreciated by faculty who may not be expert in the applicant’s field.

The proposal should outline, in a manner appropriate to the subject or discipline:

- question(s), thesis or hypothesis that will be developed;
- scope of the research and the research approach, plan or methodology;
• significance, originality and/or and anticipated impact of the work.

An important review criterion is whether the applicant has provided substantial and compelling evidence that the dissertation can be completed within the funded year.

Each letter of recommendation should address the merits (e.g., quality, originality, significance) of the scholarship or research, as well as the distinction of the applicant. The letter must clearly state the likelihood the applicant will complete the dissertation within the timeframe described in the applicant’s proposal.

### Applying for the Distinguished TA DYF

Distinguished Teaching Assistants (i.e., those selected by UCLA’s Academic Senate) are eligible to apply for the Dissertation Year Fellowship for the coming academic year only. They should meet the eligibility criteria described above except that they have until the end of Summer Session C to advance to candidacy.

Distinguished TA DYF applicants should follow the application procedures already described.

### Departmental Nomination Procedures

Use the Dissertation Year Fellowship Scoring Sheet. The form can be accessed on go.grad.ucla.edu.

Please nominate students using the “Fellowships Nomination” application on go.grad.ucla.edu. Details begin on page 158.

### Employment Exception Request

DYF awardees are expected to only work at most at 25% time. In what should be rare circumstances where awardees wish to work 26% to 50% time, they must submit the information listed below in order for the request to be considered. No other work appointments above 50% will be allowed.

Requests for employment above 25% time in Winter or Spring terms must be submitted three weeks before the start of the corresponding term.

- An exception request on the Graduate Division Intranet (Jasmine) via their home department's Student Affairs Officer (SAO)/Staff Graduate Advisor.
- Supplemental materials (described below) to the SAO, who will then forward them to the Fellowships & Financial Services Office:
- Forward letter (or email) of support from the dissertation chair with detailed information on academic benefit to the student and justification as to how the appointment will not impede progress towards completing the dissertation (e.g., provide hours to be spent on research, mentoring,
etc.).

- Include student’s explanation to the department chair for the exception request.
- Provide payroll information; dates of employment, compensation, percentage of time.
- Provide updated timeline of progress on dissertation writing with projected monthly progress for remaining research, writing, revision and defense of dissertation.
- **Above 50% employment not permitted.**
- **50% appointments as GSR may be considered.**
- **50% appointments as TA or other Academic Student Employee (ASE) title will be denied.**
- **50% combination of appointments (25% GSR + 25% TA) may be considered.**

| Publicizing Fellowship Awardees | The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract. |
| Contact | uclafellowship@grad.ucla.edu, x51025 |
| Last Updated | October 2017 |

**Privately Endowed Fellowship Programs**

*(Information subject to revision.)*

| Student Deadline | Final date of application is determined by the home department. Suggested deadline: January 17, 2018 |
| Nominations Open | January 17, 2018 |
| Nominations | February 21, 2018 |
## Awardees Announced
Beginning in mid-April, as the level of 2018–2019 funding available for each program becomes known, and continues through the Summer.

## Amount
Varies

## Purpose
These Graduate Division Privately Endowed Fellowships are funded by gifts and endowments, each with specific eligibility criteria. These programs are campuswide and are used to attract and retain outstanding graduate students.

## Eligibility (partial)
Unless otherwise stated in the descriptions in the *Graduate Student Financial Support* booklet, applicants can be US citizens, permanent residents, international or registered California AB540 students. For international students, funding is subject to fellowship eligibility in regards to visa type. For those under AB540, funding will be provided only if AB131 is still in effect for the duration of the fellowship.

Recipients must be registered and enrolled in at least 12 units during the entire academic year.

At the time of the payment disbursement(s), recipients must have a cumulative GPA of at least 3.0 and maintain at least a 3.0 GPA during the entire term of the award(s).

## Standards and Nomination Procedures
When nominating, please be sure nominees understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.

Be sure to check go.grad periodically to see which of your students have submitted an application. You may also want to ask students to notify you when they apply so that their application(s) can be reviewed.

The following programs are open to nomination. See the end of this booklet to determine how many nominees are allowable per department/per fellowship. If no maximum is listed, there is no maximum.

- Rose and Sam Gilbert Fellowship
- Gold Shield Alumnae
- Gordon Hein Scholarship
- Kaspar and Siroon Hovannisian Scholarship
- Dr. Ursula Mandel Scholarship (two nominees per department)
- Mangasar M. Mangasarian Scholarship (pending funding availability)
- Paulson Scholarship Fund
- Will Rogers Fellowship
- Charles F. Scott Fellowship (two nominees per department)
- Werner R. Scott Fund
Malcolm R. Stacey Memorial Scholarship
UCLA Affiliates Scholarships (one nominee per department)
UCLA Faculty Women’s Club (one nominee per department)

For eligibility criteria, please read the Endowed Fellowships section of the UCLA Graduate Student Financial Support at www.grad.ucla.edu/asis/stusup/gradsupport.pdf.

No action can be taken on your nomination of an entering student until the student is officially admitted by the Graduate Admissions office. Please flag the packet you send to Graduate Admissions so that the office will prioritize review of the student. Otherwise, the file will be reviewed on a first-come, first-served basis.

Applicants for the Gold Shield, UCLA Affiliates and the UCLA Faculty Women’s Club Scholarship must submit additional materials: unofficial undergraduate transcript showing degree awarded. All transcripts must be together in the single PDF.

Applicants for the UCLA Affiliates and the UCLA Faculty Women’s Club Scholarship also must submit a second letter of recommendation and LOR cover form.

Please nominate students using the “Fellowships Nomination” application on go.grad.ucla.edu (see information provided in section above). Rank entering and continuing students together.

If you are nominating the student for more than one endowed fellowship, prepare a separate file for each fellowship nomination.

Please refer to the “About Graduate Division Funding” section for information regarding required supporting documentation for awardees.

Departmental Nomination Procedures
Please nominate students using the “Fellowships Nomination” application on go.grad.ucla.edu. Details begin on page 158.

Employment Exception Request
Awardees of any Privately Endowed Fellowship who wish to work 26% to 50% time as a Graduate Student Researcher or in a combination of titles as a Graduate Student Researcher and Academic Student Employee (ASE; e.g., Teaching Assistant, Reader) must submit the information listed below in order for the request to be considered. Requests for ASE-only appointments will be considered for a maximum 49% time only.

Requests for employment above 25% time in Winter or Spring terms must be submitted three weeks before the start of the corresponding term.

An exception request on the Graduate Division Intranet (Jasmine) via the home
Graduate Student Financial Support

Supplemental materials (described below) to the SAO, who will then forward them to the Fellowships & Financial Services Office:

- Include student’s explanation to the department chair for the exception request.
- Provide payroll information; dates of employment, compensation, percentage of time.
- **Above 50% employment not permitted.**
- **50% appointments as GSR may be considered.**
- **50% appointments as TA or other Academic Student Employee (ASE) title will be denied.**
- **50% combination of appointments (25% GSR + 25% TA may be considered.**

### Publicizing Fellowship Awardees

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

### Contact

Chérie Francis, cfFrancis@grad.ucla.edu, x62557

### Last Updated

September 2017

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### Doctoral Student Travel Grants for Conferences, Professional Development and Off-Campus Research (DTG)

*(Information subject to revision.)*

**Purpose**

To encourage eligible doctoral students to present their work and network at conferences in their fields, to support travel associated with off-campus research and to enable students to take advantage of off-campus professional development opportunities.

**Deadlines**

**Airfare & conference registration:** Reimbursement can be provided in advance of the departure date or within 45 days after the travel has been completed.

**All other expenses:** Reimbursement must be requested within a reasonable
amount of time, not to exceed 45 days after travel has been completed.

<table>
<thead>
<tr>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,000 ($100 minimum for each reimbursement request)</td>
</tr>
</tbody>
</table>

Each eligible new and continuing doctoral student will be provided up to $1,000 total reimbursement that can be used, in whole or in part, at any time through the student’s seventh year of enrollment in the doctoral program, as long as the student and the activities meet the eligibility requirements.

Students who were awarded the Dissertation Year Fellowship (DYF) in 2016–17 or earlier will not be eligible for this program. Once the DYF funding has ended, the student is no longer eligible.

<table>
<thead>
<tr>
<th>Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>• Doctoral students with PhD, DEnv, DrPH and DMA degree objectives are eligible. Students enrolled in the Medicine MD, Dentistry DDS, and Law JD programs are not eligible. Students in self-supporting programs (e.g., EdD, MBA) are not eligible.</td>
</tr>
<tr>
<td>• US citizens, permanent residents, international or registered California AB540 students. For international students, funding is subject to fellowship eligibility in regards to visa type. For those under AB540, funding will be provided only if AB131 is still in effect for the duration of the fellowship.</td>
</tr>
<tr>
<td>• Doctoral students may or may not be advanced to candidacy at the time of travel.</td>
</tr>
<tr>
<td>• Students must engage in the activity and seek reimbursement within seven years of entering the doctoral program. Students in their eighth doctoral year and beyond are not eligible for this funding.</td>
</tr>
<tr>
<td>• <strong>Student must not have any unresolved incompletes (I grades) on record at the time the travel took place.</strong></td>
</tr>
<tr>
<td>• Student must have been registered/enrolled in a minimum of 12 units during the academic term in which the research/travel/professional activity took place and for which reimbursement is being requested. For summer travel, the student must have met this requirement in the previous Spring quarter and register/enroll in the subsequent fall. <em>In absentia</em> registration is acceptable.</td>
</tr>
<tr>
<td>• Students on Filing Fee are not eligible for reimbursement of expenses incurred while on Filing Fee. Students cannot request reimbursement for expenses incurred during an approved leave of absence, while lapsed (unapproved leave), or after withdrawing from the university.</td>
</tr>
<tr>
<td>• Student must complete the <a href="https://grad.ucla.edu/asis/stusup/travelcndtns.pdf">Graduate Division General Conditions for Student Travel</a> and submit with the relevant application available <a href="#">here</a>.</td>
</tr>
</tbody>
</table>

**Continuing students:**

• Students who have already been awarded travel funds through the Cota-
Robles2, the Graduate Summer Research Mentorship (GSRM), the Graduate Research Mentorship (GRM), the Research Travel Grant Program and/or the conference/travel research funding from their department that utilized Graduate Division funds will be eligible for the difference between $1,000 and the total of those travel awards. For example, Susie Bruin received $500 reimbursement from her GRM and $200 from her department’s Graduate Division travel awards. She may still receive $300 through this reimbursement program.

### Allowable Expenses

Students must meet UCLA travel policies ([www.travel.ucla.edu](http://www.travel.ucla.edu)).

Expenses may include:

- Airfare
- Transportation
- Lodging (at a commercial venue; no stays at someone’s home)
- Meals will be reimbursed on an actual basis, subject to the prevailing campus limit (currently $74) for each full day on travel status. The Graduate Division requires receipts. Flat rate (per diem) reimbursement is not possible.
- Conference/Workshop registration and fees (which may include meals for participants)

Expenses may not include:

- Computer or other electronics or equipment (e.g., MP3 player, camera)
- Alcoholic beverages
- Groceries
- Transcription services
- Dissertation editing
- Tuition and/or fees for credit-bearing courses
- Recreation/social events
- Incidentals during trip
- Supplies, materials & other costs associated with the research or professional development activity (e.g., software, printing and reproduction, flash drive, etc.)
- Payment to participants or research study subjects

### Student Procedures

By participating, students understand that they are giving their consent to disclose application information to University officials and to relevant funding committees.

Submit completed application directly to Graduate Division Fellowships and Financial Services, 1228 Murphy Hall or uclafellowship@grad.ucla.edu, no later than the stated deadline. Also submit the completed [Graduate Division General Conditions for Student Travel](https://grad.ucla.edu/asis/stusup/travelcndtns.pdf).

A complete application will include the following:
• Name of the conference or workshop, or the institution/location where the research was conducted
• Travel timeline or itinerary
• For presenters: title, authors (include affiliations if different from the student’s UCLA department/program), and either the accepted/published abstract of the work presented (if applicable) or a brief (150 words or less) synopsis.
• For participants in workshops or related professional development activities: provide a brief (150 words or less) explanation of the professional development training or activities.
• For field research: Provide a (150 words or less) synopsis of the work and justification for the travel.
• Indicate the total costs for the travel, any other sources of funding for the travel (e.g., department funds, research grants), and the amount being requested from the Graduate Division.
• Original receipts or photocopies are acceptable.
• Receipts that are not in English must be translated in order to qualify for reimbursement.
• Actual daily currency exchange rates must be provided if you are submitting receipts in non-US currency. Use sites such as www.oanda.com and select the relevant dates for each expense.
• Faculty mentor’s signature on the application form

<table>
<thead>
<tr>
<th>How Student Receives the Award</th>
<th>Funds are reimbursed in the form of a fellowship stipend. For international students, this means that appropriate taxes will be withheld.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Contact</th>
<th>Fellowships and Financial Services, 1228 Murphy Hall x51025, <a href="mailto:gdsupport@grad.ucla.edu">gdsupport@grad.ucla.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Updated</td>
<td>August 2017</td>
</tr>
</tbody>
</table>

**Encumbrance Database Report**

The Graduate Division encumbrance report is available on go.grad in the “Funding” section under “Fellowships.” The report summarizes Graduate Division, departmental and extramural funding commitments for graduate students who have been awarded multi-year fellowships in your department. Multi-year fellowships such as the Graduate Dean’s Scholar Award and the Eugene V. Cota-Robles carry obligations from both the Graduate Division and the department.

The report identifies fellowship recipients and sources of funding which appear on our records for the current year and beyond.
Please compare this report with your department records and let us know if there are any inconsistencies or missing entries. Providing teaching assistantship or graduate student researcher positions can satisfy departmental obligations for fees and stipends. Recipients of extramural awards such as the NSF and Ford also receive supplementary support from the Graduate Division, and we have included commitments to those fellows in this report.

You can mail corrections to Fellowships & Financial Services Office, 1228 Murphy Hall, Campus Mailcode 144401, email to uclafellowship@grad.ucla.edu or fax them to x50017.

**Graduate Work-Study Program (GWSP)**

*Pending funding availability for 2018–19* Provides federal work-study grants to “financially need eligible” US citizen and permanent resident graduate students to complete on- or off-campus part-time paid internships, community service, research projects or other endeavors closely related to their academic degree program. Graduate students working on a research project in their discipline qualify for funding. For more information contact the Fellowships and Financial Services, 1228 Murphy Hall, x51025, or go to www.grad.ucla.edu/gss/library/gwspintro.htm.

**Instructions for Ranking Students for Graduate Division Awards**

<table>
<thead>
<tr>
<th>Award Name</th>
<th>Rank Entering Students Only</th>
<th>Rank Continuing Students Only</th>
<th>Rank Entering and Continuing Students Together</th>
</tr>
</thead>
<tbody>
<tr>
<td>Graduate Dean's Scholar Award</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Eugene V. Cota-Robles Award</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UCLA Competitive Edge: A STEM Summer Transition to the Doctorate</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>UC–HBCU Initiative Fellowship</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Graduate Opportunity Fellowship</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dissertation Year Fellowships</td>
<td>X</td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Graduate Research Mentorship Program</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rose and Sam Gilbert Fellowship</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Gold Shield Alumnae of UCLA</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gordon Hein Memorial Scholarship</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Scholarship Fund</td>
<td>Rank Entering Students Only</td>
<td>Rank Continuing Students Only</td>
<td>Rank Entering and Continuing Students Together</td>
</tr>
<tr>
<td>----------------------------------------</td>
<td>-----------------------------</td>
<td>-----------------------------</td>
<td>-----------------------------------------------</td>
</tr>
<tr>
<td>Kasper &amp; Siroon Hovannisian</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Dr. Ursula Mandel Scholarship (two nominees per department)</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Mangasar M. Mangasarian Scholarship</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Paulson Scholarship Fund</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Will Rogers Memorial Fellowship</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Charles F. Scott Fellowship (two nominees per department)</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Werner R. Scott Fund</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>Malcolm R. Stacey Memorial</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>UCLA Affiliates (one nominee per department)</td>
<td></td>
<td></td>
<td>X</td>
</tr>
<tr>
<td>UCLA Faculty Women’s Club (one nominee per department)</td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

**Cost Sharing and Funding Partnership for Extramural Fellowships**

### Cost Sharing for Individual Extramural Graduate Fellowships

#### Introduction

Academic graduate students are strongly encouraged to seek funding from sources outside UCLA (“extramural” support) for one or more years of graduate study. Preparing fellowship and grant applications contributes to a student’s professional development and garnering an award represents a significant achievement. To encourage academic programs to support this activity and to amplify the impact of the award, the campus will partner with the program to cover the cost of education (tuition and fees) not covered by the award. The cost-sharing details are provided below.

#### Award Description

The Graduate Division will provide 50% of the shortfall between the extramural
award amount and UCLA’s cost of education (COE), defined as the sum of tuition, student services fees, campus fees, and non-resident supplemental tuition (NRST). The 50% cost-sharing for NRST is provided for a maximum of three years. The student’s graduate program is required to contribute the other 50% of the COE, including NRST if applicable. The department is responsible for covering 100% of professional differential supplemental tuition (PDST) or non-resident professional differential supplemental tuition (NRPDST), as applicable. PDST/NRPDST costs and self-supporting degree program fees are not eligible for cost sharing.

If a student receives several extramural awards that provide overlapping tuition/fees, or that together provide more than the maximum allowable stipend at UCLA, the Graduate Division and the academic program will work together to ensure that the student receives up to the maximum amount of merit-based support.

### Student Eligibility

- Cost sharing is available to students enrolled in any UCLA graduate degree program except the following:
  - Self-supporting degree programs
  - Medicine: MD
  - Dentistry: DDS
  - Law: JD, LLM

- Graduate students with a cumulative GPA of 3.0 or above are eligible for a cost-sharing commitment.

- The student must be continuously registered and enrolled full time (12 units) toward completion of his/her degree during the fellowship award period. Students enrolled in absentia are eligible.

- The student must maintain at least a 3.0 GPA for each quarter in which cost sharing is provided as a condition for continued support. A student who loses eligibility for cost-sharing can, after earning at least a 3.0 GPA in a subsequent quarter, have cost sharing restored for later quarters provided the fellowship remains active.

- All incomplete grades must be resolved within one quarter of their first appearance on the student’s transcript to maintain eligibility for cost sharing during the award period. Student will lose eligibility for Graduate Division’s portion of the cost-sharing if the incomplete remains unresolved after one quarter.

- Cost sharing is not available to students who have been enrolled at UCLA for more than seven years in master’s and doctoral study combined, or who have exceeded the published maximum time-to-degree for the academic program in which the student is enrolled.

### Deadline

The academic program should contact Graduate Division Fellowships & Financial Services at least two weeks prior to the beginning of Fall or other term in which the extramural fellowship begins.
### Application Procedure
Students should notify their academic program when they receive an extramural award, providing a copy of the Award Letter, Terms and Conditions, Payment Schedule, and Approved Budget from the funding agency. The chair of graduate studies or the graduate program coordinator contacts the Graduate Division Fellowships and Financial Services Office on the student’s behalf. Complete and submit to gdsupport@grad.ucla.edu the form at [https://go.grad.ucla.edu/internal/go_pdf_display.aspx?pdf=funding_individualcostsharing.pdf](https://go.grad.ucla.edu/internal/go_pdf_display.aspx?pdf=funding_individualcostsharing.pdf).

### Eligibility Criteria for Individual Extramural Fellowships
- The fellowship is awarded directly to a UCLA student and not to a program or department faculty member.
- Extramural fellowships awarded in 2014–15 and later are eligible for cost sharing. Fellowships awarded in 2013–14 and earlier, including prior awards that were reserved for future payment, are not eligible.
- The extramural fellowship must have been awarded by a US-based agency, foundation, professional organization or similar entity.
- If the award amount is under $18,000 the award must be a minimum of $6,000 per quarter to be considering for cost sharing.
- Extramural awards that provide student support in the form of contracts or wages are not eligible for cost sharing.
- Loans and grants that are awarded based on financial need are not eligible for cost sharing.

### Publicizing Fellowship Awarded
The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must submit a statement to this effect to the Fellowships & Financial Services Office, uclafellowship@grad.ucla.edu.

### Contact
Sherman Chew, [schew@grad.ucla.edu](mailto:schew@grad.ucla.edu), x55174

### Last Updated
September 2017
### Individual Extramural Graduate Fellowships Eligible for Cost Sharing

This is a list of currently approved fellowships. Please contact Graduate Division Fellowships and Financial Services if you have questions about fellowship opportunities that are not listed below, as they may be eligible.

- American Association of University Women (AAUW) Educational Foundation / American Fellow
- American Chemical Society
- American Council of Learned Societies (ACLS) Dissertation Fellowship (Mellon, Luce)
- American Councils for International Education – American Councils Title VIII Research Scholar Program
- American Educational Research Association (AERA-MET) Dissertation Fellowship Program
- American Gastroenterological Association American Heart Association - Predoctoral Fellowship
- American Heart Association (AHA) – Predoctoral Fellowship
- American Institute of Certified Public Accountants for Minority Doctoral Students
- American Physiological Society
- American Sociology Association
- Association for Institutional Research
- Autism Speaks – Dennis Weatherstone Predoctoral Fellowship, Candidate Level
- The Blakemore Freeman Fellowship for Advanced Language Study
- CAORC Andrew W. Mellon Mediterranean Regional Research Fellowship Program
- Center on Democracy Development, and the Rule of Law (CDDRL)
- Council on Foreign Relations (CFR) – Stanton Nuclear Security Fellowship
- Department of Energy – Graduate Research Environmental Fellowship (GREF)
- Department of Energy – Office of Science Graduate Fellowship Department of Energy - Rickover Fellowship Program
- Department of Homeland Security - Graduate Fellowship
- Doris Duke Fellowship – University of Chicago
- Dumbarton Oaks – Residential Junior Fellowship
- Environmental Protection Agency (EPA) Star
- Eurasia Dissertation Support Fellowship
- Ford Foundation Predoctoral and Dissertation Fellowships
- Fulbright-Hays Doctoral Dissertation Research Abroad Fellowship
- Fulbright US Student Program
- Gates Millennium Scholars
- GEM (National Consortium for Graduate Degrees for Minorities in Engineering and Science) Ph.D.-level fellowship
- Getty Institution – Predoctoral Fellowship
- Harry Guggenheim Foundation Dissertation Fellowship
- Hartford Doctoral Fellows Program in Geriatric Social Work
- John Randolph Haynes & Dora Haynes Foundation – Doctoral Dissertation Fellowship
- Haynes Lindley Doctoral Dissertation Fellowship
- Hertz Foundation
- Institute of International Education (IIE) - Confucius China Studies Program Research PhD Fellowship
- International Dissertation Research Fellowship (IDRF) (if above eligibility requirements are met)
- International Fulbright Science and Technology Award
- Josephine de Karman Fellowship
- Elizabeth Munsterberg Koppitz Child Psychology Graduate Student Fellowship
- Kress Institutional Fellowship: London Courtauld Institute of Art & Warburg Institute of Art
- Latin American Scholarship Program of American Universities (LASPAU)
• Link Foundation
• Max Kade Fellowship
• Mellon Mays University Fellows Dissertation Grant Program
• Metropolitan Museum of Art – Rousseau Fellowship, Bothmer Fellowship
• Middle East Initiative Research Fellowship Program
• NASA Aeronautics Scholarship Program
• NASA Earth Space and Science Fellowship (NESSF)
• NASA Graduate Student Researchers Program
• NASA/Jenkins Predoctoral Fellowship
• NASA – Space Technology Research Fellowship (NSTRF)
• National Institutes of Health (NIH) NRSA Individual Fellowship (F30, F31)
• National Defense Science and Engineering Graduate (NDSEG) Fellowship
• National Physical Science Consortium (NPSC)
• National Bureau of Economic Research (NBER) Nonprofit Dissertation Fellowship
• National Science Foundation (NSF) – Doctoral Dissertation Research Improvement Grants (DDRIG)
• National Science Foundation (NSF) Graduate Research Fellowship
• Charlotte W. Newcombe - Doctoral Dissertation Fellowship
• North American Regional Science Council – Benjamin H. Stevens Graduate Fellowship
• Nuclear Security Fellows Program (within MIT)
• Social Science Research Council (SSRC) – Eurasia and International Dissertation Research Fellowship
• Social Science Research Council (SSRC) – International Dissertation Research Fellowship (IDRF)
• Paul & Daisy Soros Fellowship for New Americans
• Spencer Foundation - Dissertation Fellowship
• United Negro College Fund (UNCf)/Merck
• University of California Institute on Global Conflict and Cooperation (IGCC) – Herbert F. York Global Security Dissertation Fellowship
• Vietnam Education Foundation (1st and 2nd years only)
• The Wenner-Gren Foundation – Dissertation Fieldwork Grant

Allowable Combinations of Graduate Division and Extramural Individual Fellowships

<table>
<thead>
<tr>
<th>Year 1</th>
<th>Option 1</th>
<th>Option 2</th>
<th>Option 3(^1)</th>
<th>Option 4</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Cota-Robles</td>
<td>Cota-Robles</td>
<td>Extramural</td>
<td>Department</td>
</tr>
<tr>
<td></td>
<td>Yr 1</td>
<td>Yr 1</td>
<td>Fellowship</td>
<td></td>
</tr>
<tr>
<td>Year 2&lt;sup&gt;2&lt;/sup&gt;</td>
<td>Extramural Fellowship</td>
<td>Cota-Robles Yr 2</td>
<td>Extramural Fellowship</td>
<td>Graduate Research Mentorship (Extramural Fellowship reserved)</td>
</tr>
<tr>
<td>------------------</td>
<td>-----------------------</td>
<td>-----------------</td>
<td>-----------------------</td>
<td>-------------------------------------------------------------</td>
</tr>
<tr>
<td>Year 3</td>
<td>Extramural Fellowship</td>
<td>Extramural Fellowship</td>
<td>Extramural Fellowship</td>
<td>Extramural Fellowship</td>
</tr>
<tr>
<td>Year 4</td>
<td>Extramural Fellowship</td>
<td>Extramural Fellowship</td>
<td>Cota-Robles Yr 1</td>
<td>Extramural Fellowship</td>
</tr>
<tr>
<td>Year 5</td>
<td>Cota-Robles Yr 2</td>
<td>Extramural Fellowship</td>
<td>Cota-Robles Yr 2</td>
<td>Extramural Fellowship</td>
</tr>
<tr>
<td>Year 6&lt;sup&gt;3&lt;/sup&gt;</td>
<td>Department/ DYF</td>
<td>Department/DYF</td>
<td>Department/DYF</td>
<td>Dissertation Year Fellowship</td>
</tr>
<tr>
<td>Year 7</td>
<td>Department</td>
<td>Department</td>
<td>Department</td>
<td></td>
</tr>
</tbody>
</table>

**Notes**

1. If an incoming student is awarded both the NSF and Cota-Robles Fellowships, the student may reserve the Cota-Robles for any subsequent year.
2. The student is eligible to apply for Graduate Research Mentorship (GRM) for funding the second year but forfeits the GRM if s/he wins an NSF GRFP fellowship.
3. Eligible to apply for a Dissertation Year Fellowship no later than Year 6.

**Contact**

Ana Lebon, alebon@grad.ucla.edu, x64309

**Last Updated**

February 2015

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**Funding Partnership for Extramural Graduate Student Training Grants**

**Introduction**

Faculty and academic units are strongly encouraged to seek external financial...
support for graduate education. To encourage this activity and amplify its impact, the Graduate Division offers Matching Funds for training grants that provide competitive funding for predoctoral students in the form of stipends and/or tuition/fees.

To request a letter of support from the Graduate Division for inclusion with the proposal being submitted to the funding agency, please contact Robin L. Garrell, Vice Provost for Graduate Education and Dean of the Graduate Division: rgarrell@grad.ucla.edu.

<table>
<thead>
<tr>
<th>Award Description</th>
<th>The Graduate Division will match up to 15% of amount awarded by the external agency designated for student financial support. For this purpose, student financial support encompasses academic year and summer stipends (fellowships), tuition and fees. Research expenses, travel, professional development, administrative costs and other expenses are not eligible for matching. The amount provided by the Graduate Division will depend on the availability of funds.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant Eligibility Criteria</td>
<td>• The fellowship is awarded directly to a program or department faculty member&lt;br&gt;• There is itemized funding dedicated to pre-doctoral graduate student support for stipends and/or fees/tuition&lt;br&gt;• The fellowship is awarded from outside UCLA (e.g., from National Institutes of Health, National Science Foundation–Integrative Graduate Education and Research Traineeship, Graduate Assistance in Areas of National Need, National Research Service Awards, etc.) and from a US source. Awards from outside the US do not qualify.</td>
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<tr>
<td>Deadline</td>
<td>Matching funds must be utilized within the calendar year and cannot be carried over to subsequent years.</td>
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<tr>
<td>Application Procedure</td>
<td>Department must complete the Matching Funds Request Form and submit it to the Graduate Division no later than two weeks prior to the grant submission.</td>
</tr>
<tr>
<td>How to Activate the Funds</td>
<td>Submit a Departmental Allocation Recommendation Form (<a href="https://go.grad.ucla.edu/internal/pdf/funding_allocaform.pdf">https://go.grad.ucla.edu/internal/pdf/funding_allocaform.pdf</a>). Instructions on completing the form can be found at: <a href="https://go.grad.ucla.edu/internal/pdf/funding_allocainst.pdf">https://go.grad.ucla.edu/internal/pdf/funding_allocainst.pdf</a></td>
</tr>
<tr>
<td>Student Eligibility</td>
<td>• Enrolled in any UCLA graduate degree program except the following:&lt;br&gt;  ○ Self-supporting degree programs&lt;br&gt;  ○ Medicine: MD</td>
</tr>
</tbody>
</table>
- Dentistry: DDS
- Law: JD, LLM

- Cumulative GPA of 3.0 or above
- The student must be continuously registered and enrolled full time (12 units) toward completion of his/her degree during the fellowship award period. Student enrolled in absentia are eligible.
- All incomplete grades must be resolved within one quarter of their first appearance on the student’s transcript to maintain eligibility during the award period. Student will lose eligibility for Graduate Division Matching Funds if the incomplete remains unresolved after one quarter.
- Matching Funds are not available to students who have been enrolled at UCLA for more than seven years in master’s and doctoral study combined or who have exceeded the published maximum time-to-degree for the academic program in which the student is enrolled.

### Publicizing Fellowship Awardees

The name and home department of fellowship awardees may be published on the Graduate Division’s website, in its publications and/or posted on its bulletin boards and other Graduate Division venues for educational purposes. Awardees who do not want their information published must check the “Do Not Consent” box when returning the fellowship contract.

### Contact

Sherman Chew, [schew@grad.ucla.edu](mailto:schew@grad.ucla.edu), x55174

### Last Updated

September 2017

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**Extramural Grants in Combination with Graduate Division Fellowships**

### Guidelines

A student who is awarded an extramural fellowship may also be the recipient of one or more fellowships awarded by the UCLA Graduate Division. These currently include the Graduate Dean’s Scholar Award (GDSA), Cota-Robles Fellowship, Graduate Opportunity Fellowship (GOFP), University of California–Historically Black Colleges and Universities (UC–HBCU) Fellowship, Graduate Research Mentorship (GRM), Graduate Summer Research Mentorship (GSRM) and Dissertation Year Fellowship (DYF). The following guidance is offered for how multiple fellowships will be administered. Academic programs should contact Fellowships and Financial Services in the Graduate Division to discuss special cases.

1. A student may defer a Graduate Division fellowship to a subsequent year.
2. If the combined stipends from the extramural and Graduate Division fellowships
equal or fall below the applicable annual maximum support limit,* the student may keep both stipends. If the combination of the extramural and Graduate Division fellowship stipends exceeds the applicable annual maximum support limit, the Graduate Division fellowship stipend will be reduced so that the sum does not exceed the annual maximum support level.

*Maximum limit of merit-based support: [www.grad.ucla.edu/gss/library/maxsupport.htm](http://www.grad.ucla.edu/gss/library/maxsupport.htm)

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**UCLA Residence for Tuition Information**

[registrar.ucla.edu/Fees-Residence/Residence-Requirements](http://registrar.ucla.edu/Fees-Residence/Residence-Requirements)

**Links to Student Fellowships Forms & Publications**

**Entering Students**

Financial Support for Entering Graduate Students - [www.grad.ucla.edu/asis/entsup/finsup.htm](http://www.grad.ucla.edu/asis/entsup/finsup.htm)

Fellowship Application for Entering Students - [www.grad.ucla.edu/asis/entsup/fellproc.htm](http://www.grad.ucla.edu/asis/entsup/fellproc.htm)

Diversity Fellowships - Supplemental Application Instructions - [https://grad.ucla.edu/asis/entsup/cotagofpinst.htm](https://grad.ucla.edu/asis/entsup/cotagofpinst.htm)

**Continuing Students**

Graduate Student Financial Support – [www.grad.ucla.edu/asis/stusup/gradsupport.pdf](http://www.grad.ucla.edu/asis/stusup/gradsupport.pdf)

Fellowship Application for Continuing Graduate Students - [www.grad.ucla.edu/asis/flap/apply.htm](http://www.grad.ucla.edu/asis/flap/apply.htm)

Dissertation Year Fellowship Application - [www.grad.ucla.edu/asis/flap/apply.htm](http://www.grad.ucla.edu/asis/flap/apply.htm)

Graduate Division General Conditions for Student Travel - [https://grad.ucla.edu/asis/stusup/travelcndtns.pdf](https://grad.ucla.edu/asis/stusup/travelcndtns.pdf)

Graduate Research Mentorship Program Application - [www.grad.ucla.edu/asis/flap/apply.htm](http://www.grad.ucla.edu/asis/flap/apply.htm)

Graduate Summer Research Mentorship Program Application - [www.grad.ucla.edu/asis/flap/apply.htm](http://www.grad.ucla.edu/asis/flap/apply.htm)

Graduate Fellowships Letter of Recommendation Cover Form – available from within online fellowship application [www.grad.ucla.edu/asis/flap/apply.htm](http://www.grad.ucla.edu/asis/flap/apply.htm)
Tax Information and Forms

Tax Information and Forms for UCLA Fellowship Recipients - https://grad.ucla.edu/funding/financial-aid/tax-information-forms-for-ucla-fellowship-recipients/