

## **California, State University, Long Beach Graduate Student Fellowship**

### **Background**

California State University, Long Beach receives approximately \$72,000 annually from the Office of the Chancellor to support graduate students who demonstrate financial need, as well as academic merit. The Graduate Student Fellowship is awarded by CSULB faculty to students who show potential for success in scholarly and creative activity and an interest in advanced study. The purpose of the fellowship program is to support “mentored” or collaborative scholarly and creative activities involving CSULB graduate students and faculty mentors, ultimately with the intent of enhancing the graduate student culture on campus.

Ten graduate fellowships are available annually. The amount of the fellowship is \$9,000 for one academic year. Approximately eight fellowships will be awarded to students who are California residents and demonstrate the required financial need as defined by the Department of Education. At least seven fellowships, one fellowship per college, will be awarded annually, with the college determining the relative weight of selection criteria.

Approximately three additional fellowships will be awarded by the Office of the Associate Vice President for Graduate and Undergraduate Programs in consultation with a CSULB Faculty Selection Committee. These awards include:

- One fellowship based on financial need and California residency status.
- Two fellowships without regard to financial need or California residency status.

### **Guidelines and Evaluation Criteria**

#### *Eligibility Requirements*

- Must be a California resident (for need-based fellowships).
- Must be in good standing in a master’s or doctoral program at CSULB.
- Must file Free Application for Federal Student Aid (FAFSA) by March 2.
- Must be enrolled in at least six units of coursework at CSULB.
- Must maintain at least 3.0 GPA during fellowship period.
- Must meet Satisfactory Progress Standards for Financial Aid (for need-based fellowships).

#### *Nomination Materials*

- The faculty mentor nominates the candidate by submitting a plan detailing the collaboration with the student candidate. The plan should describe the importance of the student’s work in respect to the discipline. If the student candidate will be working collaboratively with the faculty mentor, the plan should describe in detail the specific contribution of the student to the scholarly or creative activity.
- The candidate must submit an application, including a statement describing the proposed scholarly or creative activity, as well as his or her educational goals.
- The candidate must submit a Free Application for Federal Student Aid (FAFSA) application.

### *Selection Criteria*

- Strength of faculty mentor submission materials.
- Good academic standing of candidate.
- Quality and feasibility of scholarly or creative activity proposal.
- Likelihood of the candidate's contribution to the discipline or profession.
- Candidate's potential for obtaining highest degree awarded in the discipline/profession.
- Candidate's potential for university teaching and/or advanced scholarly and creative activity.
- Candidate may be awarded a fellowship for a second year at the discretion of the college, but the college may only select one candidate each academic year. No more than two awards may be given to a student.

### *Procedures*

1. The Graduate Fellowship Program is announced during October of each fall semester for the following academic year by the Associate Vice President for Graduate and Undergraduate Programs (AVP).
2. Each of the seven colleges conducts a selection process to identify one candidate for the designated college fellowship. **The colleges must work with the Office of Financial Aid to determine eligibility of their candidates.** The award of a Graduate Fellowship must be coordinated with other types of aid (e.g., loans); therefore, awards may be adjusted or reduced as a result.
3. The deadline for submission of nominations to the colleges is early April; the exact date will be established each year by the AVP.
4. Each college may propose up to two additional *ranked* candidates to the AVP for consideration for the three remaining fellowships, two of which are not based on financial aid status.
5. The deadline for notifying the AVP of college fellowship awardees and for forwarding any additional nominations is early May; the exact date will be established each year by the AVP.
6. In consultation with the colleges and the Academic Senate, the AVP establishes a Faculty Review Committee to select candidates for the three remaining fellowships and any fellowships not awarded by the colleges.
7. Fellowships are announced by June 1 for the following academic year.
8. Fellowships are paid in two installments of \$4,500 unless there have been adjustments due to other types of aid.
9. Fellowship recipients and faculty mentors are required to submit a joint annual report (3 page maximum, double-spaced) describing the results of their collaborative work for each year that the project continues; therefore, the research does not have to be completed in the fellowship year. Scholarly or creative activity not completed during the fellowship year does not guarantee, however, that a second award will be given in succeeding years.

### Timeline:

- Nominating materials due to college offices: Friday, April 13, 2007
- College selections and nominations due to AVP: Friday, May 11, 2007
- Announcement of fellowship recipients: Friday, June 1, 2007