

2009-2010 DISSERTATION FELLOWSHIP (NON-SERVICE) GUIDELINES

Your department's Dissertation Fellowship Allocation for 2009-2010 is included in the enclosed allocation summary. The purpose of the Dissertation Fellowship program is to provide our most outstanding students with a full year of dissertation work uninterrupted by any type of service commitment.

Students with Dissertation Fellowships are paid bi-weekly with all applicable tax deductions. When the Dissertation Fellowship contract is funded by the Graduate College all fees, including general, instructional, non-resident and parking are paid for by the Graduate College. If the contract is funded by another area, the Graduate College will pay instructional & non-resident fees. The general fee must be covered by the same budget as the contract.

The major objectives of the Dissertation Fellowships are to improve the quality of dissertations at BGSU and to accelerate the progress of students through doctoral programs. The following rules should be adhered to in the awarding and supervision of these contracts.

QUALIFICATIONS

Only post-master's students in doctoral programs are eligible for Dissertation Fellowships. These awards should be used to support outstanding students in their **final** year of dissertation research. Dissertation Fellowships are not renewable. The Dissertation Fellowship should be awarded as the final year of support from the Graduate College only when the student's topic has been approved and the department is confident that the student can complete their research in one year and graduate at the end of the appointment. The Graduate College will not approve any additional funding following this award.

APPOINTMENT REQUESTS

Please use the regular "Request for Appointment Form" for Dissertation Fellowship awards and check "Dissertation Fellowship" as the major area of assignment. All students receiving Dissertation Fellowships should be admitted to candidacy prior to the start of their appointment. If the student has an up-to-date TDP on file and has been admitted to candidacy prior to the submission of the contract request, we will have this information on file. In all other cases, please send a schedule which assures that the student will submit a TDP and be admitted to candidacy before the start of the contract.

REGISTRATION

Students with Dissertation Fellowships are required to register for 16 hours of graduate credit each semester, including the summer session. Failure to register for 16 hours or to maintain a registration of 16 hours in a given semester/session will immediately nullify the contract.

EMPLOYMENT

Dissertation Fellowship recipients may not be gainfully employed during the term of their appointment and are to devote full-time effort to their doctoral studies.

RESIDENCY

Research, course work, and dissertation work are to be carried out at BGSU unless off-campus study has been approved in advance by the student's major professor, the departmental graduate coordinator, and the graduate dean. Students wishing to pursue off-campus research must file a written petition with the Graduate College clarifying such items as the research plan, time required in terms of actual work and travel, clearances to use outside facilities, reports to be generated, supervision, and course registration plans. This petition must carry the approval of the student's major professor and graduate coordinator.