

## Graduate Student Fellowship Supplement Policy

For all external fellowships, ESS graduate students are expected to be paid at a salary rate equivalent to the department's ASE salaries.

If there is a gap between the monthly fellowship stipend and the ASE monthly salary rate, then the department will pay up to \$500 per month. This amount is subject to annual review to reflect changing salary rates (at the discretion of the Chair), and is contingent on the availability of departmental funds. Advisors are expected to cover the remaining gap in monthly salary. If a faculty member is unable to cover the gap in salary, the faculty member may submit a petition to the Chair for consideration.

For fellowships that do not cover health benefits or tuition, the advisor is also expected to cover these additional costs. Students should work with the Director of Student Services to request tuition waivers from the Graduate School if the fellowship program does not cover full tuition.

This policy applies to all domestic fellowship programs, including NSF GRFP, NASA FINESST, Fulbright, and foundation fellowships. If the fellowship program does not permit the student to receive compensation or stipend above the total allowed by the fellowship, then ESS cannot provide the additional funding.

### Additional Guidance to Advisors

Fellowships that are awarded by foreign governments to international students are not covered by this policy, as they are often structured differently (e.g. given in lump sum or increments). Gaps in the annual salary rate are best handled through TA or RA appointments during an academic or summer quarter, which can be charged to a grant or through a TA appointment. Students should check that their fellowship allows for supplemental support.

For Fulbright scholars, the fellowship typically does not cover health benefits or summer tuition. Under this policy, the advisor is expected to cover this gap. The top-off on salary is typically distributed as a cash award or stipend, which may not be allowable on a federal grant. Please check with the department's grant manager or OSP if you have questions if it is a permissible expense on your grant.

Contact the Department Chair or Administrator if you have questions.

### **Update History**

*February 7, 2025 (faculty vote).*