

University Fellowships in Combination with -- Assistantships in Instruction (AI)

There are specific guidelines that govern the proration of Graduate School fellowships when a student is appointed as an assistant in instruction (AI). In general terms, the fellowship stipend is prorated according to the AI appointment effort. If a student is appointed 1/3 AI for the term, s/he gets 1/3 of the AI stipend, and the remaining 2/3 of his/her support comes from the academic year fellowship stipend. In this case, the combined stipend would equal:

1/3 from AI plus 2/3 from fellowship (IF THE FELLOWSHIP STIPEND IS 12-MONTH, FIRST CONVERT IT TO 10-MONTHS)

Be sure to use the corresponding pre-generals or post-generals rate when making this calculation. A worksheet is provided on the back of the "AI/FELLOWSHIP AWARD TABLE".

Tuition is also charged accordingly: 1/3 of the term's tuition is charged to the AI account (xxx-1901, where xxx equals the department account) and the remaining tuition is charged to the appropriate 970-1xxx fellowship account (again, xxx equals the department account number). Note: the tuition benefit is NOT provided to students whose base financial support does not include the tuition fellowship; s/he receives only the stipend for the AI appointment. If a student's base fellowship support is partial tuition, then only the corresponding portion is charged to the AI and fellowship accounts. Please refer to the "AI/FELLOWSHIP AWARD TABLE" for specific examples.

In some cases, students receive stipend supplements from departmental accounts. Please check with the Graduate School to discuss whether or not these supplements are affected by an AI appointment. Supplements are generally in the form of prizes or departmental resources that "top-up" stipends.

Whenever there is the danger that a student's stipend will be equal to or less than the student's base fellowship when an AI appointment is made, the departmental supplement must not be reduced.

University Fellowships in Combination with Assistantships in Research (AR)

These combinations of support follow the same rules as "University Fellowships in Combination with Assistantships in Instruction (AI)".