January 13, 2016

TO: Department Heads
Graduate Program Directors
Associate Deans
cc: Graduate Program Coordinators

FROM: Margaret Hanson
Associate University Dean of the Graduate School

RE: 2016–17 Yates Fellowship Nominations (Electronic Applications)

The Graduate School is proud to announce that it is now accepting nominations for the 2016–17 Yates Fellowship. The Yates Fellowship Program covers living expenses, scholarships and certain fees for students from underrepresented minority groups who are qualified U.S. citizens or permanent residents and will start their first year of full-time study in a master’s or doctoral program at the University of Cincinnati in Fall Semester 2016. Please see the Summary of Changes and 2016–17 Yates Fellowship Program Description documents for details on the revised structure and criteria of the program.

This year, the Yates Fellowship awards have been increased, and more positions will be offered!

- For a student entering a doctoral program, the Graduate School will provide a one-time amount of $25,000 to the program of each awardee to support student living expenses, up to $3,000 (awarded as $1,000/yr) to offset costs of university-supplied Graduate Student Health Insurance and a full Graduate Assistant Scholarship (covering tuition and fees except for ITEE and college/program fees) for up to 4 years. Continued access to funding is dependent on students staying in good academic standing and making satisfactory progress in their degree programs.
- For a student entering a master’s degree program, the Graduate School will provide a one-time amount of $20,000 to the program of each awardee to support student living expenses, up to $2,000 (awarded as $1,000/yr) to offset costs of university-supplied Graduate Student Health Insurance and a full Graduate Assistant Scholarship (covering tuition and fees except for ITEE and college/program fees) for up to 2 years. Continued access to funding is dependent on students staying in good academic standing and making satisfactory progress in their degree programs.

Programs should use the one-time funds to supplement program funds for successful student recruitment and retention. Note the changes to this revised Yates Fellowship program: for example, if a program does not supply summer funding, some of the Yates funds must support summer fellowships over multiple years. Please see the 2016-17 Yates Fellowship Program Description document for further details.
This year, the Graduate School will offer two rounds of applications. Nomination packets are due by:

- Friday, **January 29, 2016**, at 5 p.m. to be considered in the first application pool.
- Friday, **March 4, 2016**, at 5 p.m. to be considered in the second application pool.

Recipients will be announced by February 19 (first application pool) and March 18 (second application pool). Students who are nominated for the first application pool but do not receive an award will automatically be considered for the second application pool.

If you have questions, please contact Megan.Tischner@uc.edu or call 513-556-2379.

**Nomination Process:**

1. Graduate program directors nominate students their department has admitted OR WILL admit to as first-year students in Fall Semester 2016 (taking at least 12 graduate credits).
   a. Students must represent underrepresented ethnicities in the nominating program. Departments/programs must provide documentation for the underrepresentation of each nominee’s ethnicity within the program.
   b. Departments may submit no more than three (3) nominations in total.
   c. Students who are currently in a UC graduate program or have already received a UC graduate degree not eligible for the Yates. Students who have earned an undergraduate degree from UC are still eligible.

2. The nomination packet will only be accepted **electronically**. Please scan all documents as a single PDF in the order listed on the Nomination Coverlist/Checklist. The coversheet/checklist will be the first page in this order.

3. You can submit the completed electronic application via CD or USB drive (c/o Megan Tischner, ML 0627 or 110 Van Wormer Hall) or email attachment (to Megan.Tischner@uc.edu; you may have to zip the file). **Incomplete or late nominations will not be considered.**

4. Recipients will be selected by a faculty committee appointed by the associate dean and the dean of the Graduate School.

5. Programs will be notified of the selections. If their student is selected for a Yates Fellowship, the program will need to work with the Graduate School on constructing the award offer letter. The Yates Fellowship may also be used as part of the initial admission offer as a means to recruit the student, but The Graduate School advises making an early admission while letting the applicant know that they are being considered for a prestigious award.

**Evaluation Process:**

The selection committee will evaluate nomination packets on the following criteria:

- Nominee’s potential for academic achievement
- Strength of the program’s recommendation
- Strength of the program’s plan for academic, financial and mentoring support of the nominee, including a timeline and proposal for the use of Yates funding
- Nominee’s written statement
- Nominee’s status as a U.S. citizen or permanent resident
- Underrepresentation of nominee's ethnicity within the program