



# GRADUATE COLLEGE DEAN'S DISSERTATION COMPLETION FELLOWSHIP

2026-27 Academic Year Program Description

## I. MISSION

The mission of the Graduate College Dean's Dissertation Completion Fellowship is to support superior research that enhances the reputation of their program, department and the University of Cincinnati, by providing one- and two-semester fellowships to support doctoral students in their penultimate *or* final year of degree work.

## II. APPLICATION PROCESS

Nominations are limited to **two** from each PhD program and are made by the graduate program director in consultation with program faculty. [Nominations are submitted via a form](https://form.jotform.com/252885222912156) (<https://form.jotform.com/252885222912156>). The form is to be submitted by the program director or program staff member.

The programs and nominators are responsible for submitting all requested materials for the fellowship. Programs will not be notified if materials are missing, and programs will not be allowed to add anything missing or update materials after the deadline.

## III. SELECTION CRITERIA

The purpose of this award is to **support doctoral students in their penultimate *or* final year of study**. Eligible students are those with dissertation committees established, who will have all coursework completed by the beginning of the fall semester of their fellowship year, and who are sufficiently advanced in their dissertation research and writing to be able to commit credibly to graduating by the end of the fellowship year *or* the following year (for those funded in their penultimate year).

The Dean's Dissertation Completion Fellowship is non-renewable and is limited to one year (i.e., two semesters) of funding. Fellowship recipients may not be nominated for a second year of funding. However, students who are nominated for funding in their penultimate year, but are *not* selected, may be nominated for funding in their final year.

Nominations should not include those who are ineligible for funding in the semester(s) of funding for the fellowship due to the 174 graduate credit rule. Students who will not be eligible for the fellowship for at least one semester of the 206-27 AY due to the 174 rule will not have their application packets reviewed. *Programs that nominate a student who is ineligible due to the 174 rule will not be able to submit another nomination to replace the ineligible nominee.* To determine a student's current total earned graduate credit hours, programs should run the "MonitorTotalCreditsToward174Rule" report in the [GradTracker Reports](#) tab, and use the number in the column titled "Total Units Toward 174 (UC all courses except Drops + External Masters)".

Awards will be made on the basis of:

- Likelihood that the student will complete the dissertation and graduate by the end of the fellowship year or the following year (for those funded in their penultimate year).
- The support of the student's advisor and program.
- Anticipated contributions that the dissertation will make to field.

#### **IV. AWARD PROCESS AND STRUCTURE**

The Graduate College will prepare and issue to the awarded student the stipend, scholarship, and GSHI Award offer letters. To accept or decline the award offer, the student must sign the letters appropriately and return the letters to the Graduate College.

For the 2026-27 AY, the Graduate College provides a stipend of \$12,500 per semester (up to \$25,000 annually), which will be disbursed in biweekly installments via Catalyst throughout the fall and/or spring of the fellowship term. If a student offered a two-semester fellowship graduates at the end of fall semester, their funding will end at that time, and they will not receive any funds scheduled for spring disbursement.

The tuition scholarship provided by the Graduate College covers the instructional fee, non-resident surcharge (if applicable), campus life fee, and general fee. The scholarship does NOT cover the ITIE fee nor any program fees/special fees. The scholarship does not cover the UC Student Health Insurance charge; however, dissertation fellows are eligible for the [GSHI Award](#), which covers 100% of the single-student UC SHI charge.

Programs may choose to supplement the stipend and/or cover any charges not covered by the tuition scholarship, but they are under no obligation to do so.

UC maintains a position that all income, from whatever source, is taxable and may be subject to withholding. The IRS maintains final authority on the taxability of all stipends, and in all cases, the university cannot guarantee that any stipend is tax-exempt. The Graduate College cannot provide legal advice to individual students regarding their awards.

Fellows may not hold teaching or research employment at UC or elsewhere while receiving this fellowship funding. Should a student start a teaching or research position during their fellowship year, they will forfeit all stipend payments for the remainder of the fellowship year as of the date of their first day of employment. Should a student start a teaching or research position during the fall semester of their fellowship year, they will forfeit the tuition scholarship for the spring semester.

Students must maintain an enrollment of 12 graduate credits or more throughout the funded semester(s) to maintain their eligibility for the fellowship.

## **V. FELLOWSHIP RESPONSIBILITIES**

Fellow Responsibilities (Student):

- Register full-time (12 credits or more) for the semester(s) funded via the fellowship. If the student withdraws from one or more classes and falls under 12 graduate credit hours, then the stipend and scholarship will be cancelled. The student is responsible for notifying the program and the Graduate College program director if they have withdrawn and fallen below the minimum, but they are working on registering for additional credit hours to get their enrollment back to the required minimum.
- No teaching or research employment at UC or elsewhere during the fellowship year. The fellow must inform the Graduate College program director immediately if they accept an offer of teaching or research employment, so that award funds may be appropriately cancelled.
- Fellows must engage in monthly professional development activities (a minimum of 4 per semester). The following activities may be used to fulfill this requirement:
  - Support Graduate College programming as a panelist or speaker.
  - Participate in Preparing Future Faculty events.
  - Create a professional development workshop in collaboration with Graduate College staff.
  - Participation in the annual UC Graduate College Three Minute Thesis (3MT) competition as a competitor, preliminary round judge, or trainer/coach for students.
  - Serve on a Graduate College committee.
  - Other professional development activity, as approved by the Graduate College program director.
- Acknowledgement of the Graduate College Dean's Completion Fellowship in publications resulting from work done during the fellowship year.

Program (Graduate Director, Graduate Program Staff, and/or Advisor):

- The program monitors the fellow's class registration, to ensure that the student is registered for the appropriate coursework and at the appropriate level. This includes verifying that the student registers full-time (12 credits or more) for the entirety of the semester(s) funded via the fellowship.
- Communicate with program's business manager that the fellow's stipend *and* tuition scholarship will be posted by the Graduate College program director.
- Should a student be dismissed or leave before completing the fellowship term, the academic program must immediately notify the Graduate College.

Graduate College:

- As part of the application review process, check all nominees for total UC credit hours and previously earned graduate degrees to verify that (so long as the student registers for coursework as outlined in application packet) the student will not reach the 174 limit during the fellowship term.
- Prepare and issue the stipend, tuition scholarship, and GSHI Award offer letter.
- Post stipend, tuition scholarship, and (if applicable) GSHI Award via Catalyst.
- Track fellows' participation in professional development activities and determine approved professional development activities for fellowship requirement.