

MEMORANDUM

TO: Department Chairs and Graduate Coordinators

FROM: Karen Sandell, Associate Dean
Graduate School

SUBJECT: B. D. and Sylvia Schwartz Graduate Fellowship

DATE: March 18, 2008

The Graduate School is pleased to announce that one Schwartz Fellowship is available for the 2008-2009 academic year. The Schwartz Fellowship, which is administered by the Graduate School, provides an award of \$2,100 (\$1,050 fall, 2008 and \$1,050 spring, 2009) to be applied toward tuition and fees for an academically deserving graduate student.

Nominees should meet the following criteria:

- 1) Student must be in good standing academically and making significant progress toward the degree.
- 2) Student must have completed 12 hours of coursework by the end of the spring, 2008 semester with a GPA of 3.5 or higher. (The Graduate School will verify the GPA after grades are posted.)
- 3) Student must have contributed to the scholarship of his/her department or program (e.g., publication in refereed journal, presentation at a meeting).

The recipient will be chosen in the following manner: Departments will notify me of a candidate they wish to support for this award by April 15, 2008. This notification should include a brief statement of why the student is being recommended including references to points 1 through 3 above and any other pertinent documentation in support of your nominee. A committee comprised of graduate faculty will be appointed by the graduate dean to review the nominations and recommend a recipient. The scholarship will be awarded to the highest ranked student based on the above criteria by May 1, 2008.

cc: Deans Adams, Barlow, Clark and Cordle