



GRADUATE SCHOOL  
*Office of the Dean*

**TO:** Heads of Graduate Programs  
**FROM:** Cyndi Lynch, Director of Fellowships  
**DATE:** November 13, 2006  
**RE:** Fellowship Allocations for 2007-08

I am pleased to announce the Graduate School administered fellowship programs for 2007-08. Enclosed are the timelines and the guidelines for administering the awards.

There are no significant changes in the fellowship programs from last year's process; except for the David M. Knox Fellowship will be awarded by the Graduate School. Below are a few additional guidelines worth highlighting.

- Recipients for the recruitment fellowships (Andrews, Purdue Doctoral, Ross) must be admitted as doctoral-seeking students with an admit date of Fall 2007 or Spring 2008.
- The Assistant/Associate Dean for Graduate Education will communicate the awarding process for your school or college.
- Each student being considered for the Purdue Doctoral, Knox, and George Washington Carver Fellowships must complete and submit a diversity essay through the ApplyYourself admission application.
- Stipend levels are determined by the graduate programs, maintaining a minimum stipend of \$14,628 (estimated).

Additional changes are described in the attachments. Department responsibilities include:

- utilize the offer letter templates, fellowship offer response form and the funding section of the ApplyYourself application;
- review offer letters with the departmental business office prior to sending to the student;
- encourage students to respond to offers through the ApplyYourself application;
- forward a copy of the completed Fellowship Offer Response Form (both acceptances and declines);
- adhere to the April 15 deadline as established by the Resolution Regarding Graduate Scholars, Fellows, Trainees, and Assistants (<http://www.cgsnet.org/portals/0/pdf/CGSResolutionAug2006.pdf>);

The assistant/associate dean ensures that the enclosed conditions of allocation, selection, and awarding are met. In addition, the assistant/associate dean will submit recipients' award information (name, PUID, graduate program, fellowship name, and amount of stipend) to the Fellowship Office/GRAD/YONG or [clynch@purdue.edu](mailto:clynch@purdue.edu). Deadline for submission of recipient information for the recruitment fellowships to the Fellowship Office, Graduate School, is **Tuesday, April 24, 2007**. Fellowship allocations not committed by **May 15** will be returned to the Graduate School.

The Graduate School has the following resources available to assist students and departments in the fellowship process:

- [Fellowship Manual](#) – policies, procedures and practices relating to fellowships.
- [Fellows webpage](#) – information and resources for fellows
- [Fellowship training materials](#) – offer letter templates, PowerPoint, and fellowship forms

In addition to the programs listed above, the Graduate School will hold competitions for five programs. The programs, with corresponding deadlines, are listed below. We look forward to a successful recruiting season.

Charles C. Chappelle Fellowship	January 18, 2007
Ludwig Kruhe Fellowship	January 18, 2007
George Washington Carver Fellowship	January 25, 2007
David M. Knox	January 30, 2007
Bilsland Strategic Initiatives Fellowship	February 8, 2007

Copy: Associate Deans for Graduate Education  
Chairs of Departmental Graduate Committees  
Departmental Graduate Contacts  
Departmental Business Offices