

Graduate School On-line Awards System Tutorials:

Tutorial 1: *Recruiting Fellowship Nominations*

Tutorial 2: *Diversity Recruiting Fellowship Nominations*

Tutorial 3: *Continuing Fellowship Nominations*

*(Each tutorial begins with a summary of the steps involved in each nomination followed by screenshots of the web pages used in the nomination. *)*

Questions – contact:

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**Note: We will update these tutorials as we receive feedback on how to improve them.*

Tutorial 1: Recruitment (pre-emptive) Nominations

Grad. Coord. (GC)

Select the proper award from list on EASI – enter student's UT EID

Verify student information and initiate a “nomination”

Answer a few, short questions (some are optional)

Upload supporting letter (if needed)

Funding

Amount of student award from the GS for Fall, Spring, Summer

Indicate any program funding to support award, if applicable

Grad. Adviser (GA)

Review student materials

Ranks nominee / certify and submit

1: Recruitment (pre-emptive) Nominations

GC Step 1: Begin nomination process by entering student's UTelD

NAVIGATION MENU

UT DIRECT TEST

EASI - Home

GCD GRAD SCHOOL
PROGRESS - Home

Jump to:

[Set up Concentrations](#)

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EASI

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EASI Electronic
Access to
Student

Quick search:

go

GCD Graduate School Fellowships

2011 Fellowship Competitions

Competition	Status	Deadline	Nominate
Continuing fellowship	Open	August 1, 2009	Enter UT EID: <input type="text"/> nominate
Another Continuing fellowship	Deadline extended to March 28	March 20, 2009	Enter UT EID: <input type="text"/> nominate
McNair fellowship	Closed	January 15, 2009	
Recruitment fellowship	Closed	January 15, 2009	

2011 Fellowship Nominations

Continuing fellowship nominees can fill out their information form at https://utdirect.utexas.edu/ogs/continuing_nominee_profile.WBX

Name	Fellowship (links to fellowship info)	Advisor nomination materials (status)	Nominee materials (status)	Award status	
Raylon Jennings	Another Continuing Fellowship	view supporting materials (submitted)	view information form (submitted)	in review	
Test R. Speede	Continuing Fellowship	submit supporting materials (incomplete)	information form (incomplete)		Cancel
Tom Jones	McNair Fellowship	view supporting materials (submitted)	N/A	awarded [\$amount?]	

Monitor status
of nomination in
EASI

Nomination Information Form

Funding

General Questions

Certify and Submit

Supporting Documents

Nomination Information Form

Nominators - Enter a nominee EID and begin the nomination process.

Please enter a nominee EID:

Please verify the following information.

Name:	Student Test Record
UTEID:	tester
Email address:	test@mail.utexas.edu
Application College/School :	Natural Sciences
Application Major :	Cellular and Molecular Biology
Graduate Adviser:	Smith, Bob
Undergraduate degree received from:	
Graduate degree received from:	
GRE Scores (quantitative / verbal / total):	620 / 610 / 1230

**GC Step 2:
Verify
student's
information.**

First Semester Enrolled: Fall 2007

Candidacy: Admitted to candidacy June 1, 2009

Undergraduate degree received from: Texas A&M

GRE Scores (quantitative/verbal/total): 720 / 680 / 1400

When you nominate a student using the "create nomination" button below, the system will automatically send that student an email notification of their nomination. This notification will include a link to a webpage where the student can submit additional materials required to support this nomination. Check here to acknowledge that you have read and understand this statement.



create nomination

GC Step 3: "Create Nomination"

Nomination Information Form

General Questions

Supporting Documents

Funding

Certify and Submit

General Questions

* Responses to questions marked with an asterisk are required.

* 1. If the student's test scores and GPA place him/her in the top 10 percent of applicants within the discipline - check "Top 10" percentile and you may skip the rest of the questions below. Otherwise, answer the following questions OR upload a letter of nomination that addresses these questions (next screen).

- Student scores put him/her in "top 10" percentile
- Not "top 10" on scores - see justification below

GC Step 4: Answer questions (Questions 2 - 5 are optional if you upload supporting document – see next screen).

(optional) 2. If this student does not meet the GPA and GRE scores for their area that indicate they are in the top 10 percent of their discipline, indicate why you feel this student is worthy of fellowship consideration. (A maximum of 15 lines will be saved.)

(optional) 3. List any special honors or awards of the student. Note: If you are using the Nomination Letter option to provide this information, you can skip this question. (A maximum of 15 lines will be saved.)

GS Recruitment Fellowship (Pre-emp) for 2011 - 2012

Awards System



Nomination Information Form

Funding

General Questions

Certify and Submit

Supporting Documents

Supporting Documents

* Documents marked with an asterisk are required.

(optional) Nomination letter

Please provide a letter of nomination from the Graduate Adviser if it is not obvious that the student being nominated falls within the top 10 percent of your applicant pool. This letter is now optional, as this information can either be included in a nomination letter here, OR by answering the nomination questions on the previous page. Upload letter for each nomination if needed.

Document status: Upload document

GC Step 5: Upload supporting letter (if) necessary.

Nomination Information Form

General Questions

Supporting Documents

Funding

Certify and Submit

Funding

Graduate School Support

Recommendation of How to Distribute Graduate School Funding to the Student

Year	Fall	Spring
Year 1	\$ <input type="text"/> .00	\$ <input type="text"/> .00

GC Step 6: Amount of student award recommended from the Graduate School by semester.

Reminder - For Graduate School Awards of \$12,000 or more during the academic year (Fall/Spring)

The Graduate School will pay up to the allowed Tuition Benefit Assistance (TBA) towards the student's tuition and required fees for coursework during the Fall and Spring Semesters. Similarly, for Summer awards of at least \$3,000, the Graduate School will pay up to the allowed Summer TBA towards the student's tuition and required fees.

For Graduate School Awards Less than 12,000

- Department will pay student's tuition and/or required fees
- College Dean's Office will pay student's tuition and/or required fees
- Student will pay his/her tuition and/or required fees
- Other

If you answered "Other," describe:

For awards <\$12,000, indicate tuition option, Dept., College, student, Other.

Departmental Support

Please indicate the departmental funding support that will accompany the award.

- None
- Departmental summer support of \$3000 or more
- Departmental academic year support (complete table below)

Departmental Support Over the Academic Year (non-binding, complete table using best estimates available). If you extend benefits over the full year, divide and estimate the amount for the academic year.

Academic Year (Sept - May)	TA	GRA	Department Fellowship
Year 1 (Fellowship year)	\$ <input type="text"/> .00	\$ <input type="text"/> .00	\$ <input type="text"/> .00
Year 2	\$ <input type="text"/> .00	\$ <input type="text"/> .00	\$ <input type="text"/> .00
Year 3	\$ <input type="text"/> .00	\$ <input type="text"/> .00	\$ <input type="text"/> .00
Year 4	\$ <input type="text"/> .00	\$ <input type="text"/> .00	\$ <input type="text"/> .00
Year 5	\$ <input type="text"/> .00	\$ <input type="text"/> .00	\$ <input type="text"/> .00

« go back

save

save & continue

GC Step 7: Indicate any program funding that would accompany this award.

[Nomination Information Form](#)

[General Questions](#)

[Supporting Documents](#)

[Funding](#)

[Certify and Submit](#)

■ Certify and Submit

Once you have completed all required information, you may submit this nomination to The Graduate School. You will be able to view a copy of the nomination materials once they are submitted, but you will no longer be able to make changes.

You may submit a total of 5 nominations per department for this award. Nominations will not be returned.

* Responses to questions marked with an asterisk are required.

* I certify that the information I have provided is complete and correct and I understand that the submission of false information is grounds for rejection of this nomination. I agree to notify the proper officials of any changes in the information provided.

* Departmental Rank:

Select Rank ▼

■ **GA Step 1:
Assign rank to
nomination -
Certify and
submit.**



Tutorial 2: Diversity Recruitment Nominations

Grad. Coord. (GC)

Select the proper award from list on EASI - enter student's UT EID

Verify student information and initiate a "nomination"

Answer a few, short questions (some are optional)

Upload supporting letter (if needed)

Indicate any program funding to support award, if applicable

Grad. Adviser (GA)

Review student materials

Ranks nominee / certify and submit

Tutorial 2: Diversity Recruitment Nominations

GC Step 1: Begin nomination process by entering student's UTelD

NAVIGATION MENU

UT DIRECT TEST

EASI - Home

GCD GRAD SCHOOL
PROGRESS - Home

Jump to:

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EASI

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EASi Electronic
Access to
Student

Quick search:

go

GCD Graduate School Fellowships

2011 Fellowship Competitions

Competition	Status	Deadline	Nominate
Continuing fellowship	Open	August 1, 2009	Enter UT EID: <input type="text"/> nominate
Another Continuing fellowship	Deadline extended to March 28	March 20, 2009	Enter UT EID: <input type="text"/> nominate
McNair fellowship	Closed	January 15, 2009	
Recruitment fellowship	Closed	January 15, 2009	

2011 Fellowship Nominations

Continuing fellowship nominees can fill out their information form at https://utdirect.utexas.edu/ogs/continuing_nominee_profile.WBX

Name	Fellowship (links to fellowship info)	Advisor nomination materials (status)	Nominee materials (status)	Award status	
Raylon Jennings	Another Continuing Fellowship	view supporting materials (submitted)	view information form (submitted)	in review	
Test R. Speede	Continuing Fellowship	submit supporting materials (incomplete)	information form (incomplete)		Cancel
Tom Jones	McNair Fellowship	view supporting materials (submitted)	N/A	awarded [\$amount?]	

Monitor status
of nomination in
EASI

Awards System



Nomination Information Form

Funding

General Questions

Certify and Submit

Supporting Documents

Nomination Information Form

Nominators - Enter a nominee EID and begin the nomination process.

Please enter a nominee EID:

Please verify the following information.

Name:	Student Test Record
UT EID:	tester
Email address:	test@mail.utexas.edu
Application College/School :	Natural Sciences
Application Major :	Cellular and Molecular Biology
Graduate Adviser:	Smith, Bob
Undergraduate degree received from:	University of Texas at Paris
Graduate degree received from:	University of the Panhandle (Test Degree)
GRE Scores (quantitative / verbal / total):	620 / 610 / 1230

**GC Step 2:
Verify student
information.**

First Semester Enrolled: Fall 2007

Candidacy: Admitted to candidacy June 1, 2009

Undergraduate degree received from: Texas A&M

GRE Scores (quantitative/verbal/total): 720 / 680 / 1400

When you nominate a student using the "create nomination" button below, the system will automatically send that student an email notification of their nomination. This notification will include a link to a webpage where the student can submit additional materials required to support this nomination. Check here to acknowledge that you have read and understand this statement.



create nomination

GC Step 3: "Create Nomination"

Nomination Information Form

General Questions

Supporting Documents

Funding

Certify and Submit

General Questions

* Responses to questions marked with an asterisk are required.

* 1. Is this nomination for a full fellowship award (16000 dollars) or an award to supplement a TA or GRA offer (6000 dollars)?

Check One and indicate on the funding page how you want the award to be funded from the Graduate School (e.g. Fall 8000, Spring 8000; or Fall 3000, Spring 3000).

- Full award for 16000 dollars
- Supplemental award for 6000 dollars

GC Step 4: Select award size, full or supplemental, answer questions 2 & 3, (4 - 7 are optional if you upload supporting document).

* 2. Briefly describe the diversity need met by this student. Give numbers to support your argument. For example, student will be one of only four Hispanic females out of a total of 145 graduate students in your PhD program. (A maximum of 15 lines will be saved.)

* 3. If the student's test scores and GPA place him/her in the top 10 percent of applicants within the discipline - check "Top 10" percentile and you may skip the rest of the questions below. Otherwise, answer the following questions OR upload a letter of nomination that addresses these questions (next screen).

- Student scores put him/her in "top 10" percentile
- Not "top 10" on scores - see justification below

GC Step 4 (cont.): Answer optional questions (not needed if you upload supporting document).

(optional) 4. Fellowship worthiness: If this student does not meet the GPA and GRE scores for their area that indicate they are in the top 10 percent of their discipline, indicate why you feel this student is worthy of fellowship consideration. Note: If you are using the nomination letter option to provide this information, you can skip this question. (A maximum of 15 lines will be saved.)

(optional) 5. List any special honors or awards of the student. Note: If you are using the nomination letter option to provide this information, you can skip this question. (A maximum of 15 lines will be saved.)

(optional) 6. List research experiences of nominee. Note: If you are using the nomination letter option to provide this information, you can skip this question. (A maximum of 15 lines will be saved.)

GS Diversity Recruitment Fellowship for 2011-2012

Awards System



[Nomination Information Form](#)

[Funding](#)

[General Questions](#)

[Certify and Submit](#)

[Supporting Documents](#)

Supporting Documents

* Documents marked with an asterisk are required.

(optional) Nomination letter

Please provide a letter of nomination from the Graduate Adviser along with departmental ranking if there is more than one nomination. Information regarding diversity need met, fellowship worthiness, honors, research experience, etc., can either be provided in this nomination letter, OR by answering the questions above. Upload letter for each if all nominations are summarized in the one letter.

Document status: [Upload document](#)

GC Step 5: Upload supporting letter (if) necessary.

Nomination Information Form

General Questions

Supporting Documents

Funding

Certify and Submit

Funding

GC Step 6: Indicate funding from Graduate School recommended for this award by semester, e.g. 8000 or 3000.

Graduate School Support

Recommendation of How to Distribute Graduate School Funding to the Student

Year	Fall	Spring	Summer
Year 1	\$ <input type="text"/> .00	\$ <input type="text"/> .00	\$ <input type="text"/> .00

Reminder - For Graduate School Awards of \$12,000 or more during the academic year (Fall/Spring)

The Graduate School will pay up to the allowed Tuition Benefit Assistance (TBA) towards the student's tuition and required fees for coursework during the Fall and Spring Semesters. Similarly, for Summer awards of at least \$3,000, the Graduate School will pay up to the allowed Summer TBA towards the student's tuition and required fees.

For awards <\$12,000, indicate tuition option, Dept., College, student, Other.

For Graduate School Awards Less than 12,000

- Department will pay student's tuition and/or required fees
- College Dean's Office will pay student's tuition and/or required fees

Nomination Information Form

General Questions

Supporting Documents

Funding

Certify and Submit

Funding

GC Step 7: Indicate departmental / program funding to support this award by semester using best estimates available.

Departmental Support

Please indicate the departmental funding support that will accompany the award.

- None
- Departmental summer support of \$3000 or more
- Departmental academic year support (complete table below)

Departmental Support Over the Academic Year (non-binding, complete table using best estimates available). If you extend benefits over the full year, divide and estimate the amount for the academic year.

Academic Year (Sept - May)	TA	GRA	Department Fellowship
Year 1 (Fellowship year)	\$ <input type="text"/> .00	\$ <input type="text"/> .00	\$ <input type="text"/> .00
Year 2	\$ <input type="text"/> .00	\$ <input type="text"/> .00	\$ <input type="text"/> .00
Year 3	\$ <input type="text"/> .00	\$ <input type="text"/> .00	\$ <input type="text"/> .00
Year 4	\$ <input type="text"/> .00	\$ <input type="text"/> .00	\$ <input type="text"/> .00
Year 5	\$ <input type="text"/> .00	\$ <input type="text"/> .00	\$ <input type="text"/> .00

GS Diversity Recruitment Fellowship for 2011-2012

Awards System



Nomination Information Form

Custom Questions

Supporting Documents

Departmental Support

Certify and Submit

Certify and Submit

Once you have completed all required information, you may submit this nomination to The Graduate School. You will be able to view a copy of the nomination materials once they are submitted, but you will no longer be able to make changes.

You may submit a total of 3 nominations per department for this award. Nominations over the maximum will be returned.

* Responses to questions marked with an asterisk are required.

* I certify that the information I have provided is complete and correct and I understand that the submission information is grounds for rejection of this nomination. I agree to notify the proper officials of any changes in the information provided.

* Departmental Rank:

**GA Step 1:
Assign rank to
nomination -
Certify and
submit.**

Tutorial 3: Continuing Fellowship Nominations

Grad. Coord. (GC)

Select the proper award from list on EASI - enter student's UT EID
Verify student information and initiate a "nomination"

Grad. Student (GS) - receives email and supplies application info.

Verify their directory information

Enter names & email addresses of 3 references

Enter list of awards and honors

Complete financial assessment form

Answer a few, short questions

Upload their personal statement and CV

Certify and submits

Grad. Adviser (GA)

Review student materials, select nominees

Upload nomination letter

Rank nominee / select review panel / submits

3: Continuing Fellowship Nominations

GC Step 1: Begin nomination process by entering student's UTelD

NAVIGATION MENU

[*UT DIRECT TEST*](#)

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Jump to:

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EASI

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EASI Electronic
Access to
Student

Quick search:

GCD Graduate School Fellowships

2011 Fellowship Competitions

Competition	Status	Deadline	Nominate
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Another Continuing fellowship	Deadline extended to March 28	March 20, 2009	Enter UT EID: <input type="text"/> <input type="button" value="nominate"/>
McNair fellowship	Closed	January 15, 2009	
Recruitment fellowship	Closed	January 15, 2009	

2011 Fellowship Nominations

Continuing fellowship nominees can fill out their information form at https://utdirect.utexas.edu/ogs/continuing_nominee_profile.WBX

Name	Fellowship (links to fellowship info)	Advisor nomination materials (status)	Nominee materials (status)	Award status	
Raylon Jennings	Another Continuing Fellowship	view supporting materials (submitted)	view information form (submitted)	in review	
Test R. Speede	Continuing Fellowship	submit supporting materials (incomplete)	information form (incomplete)		<input type="button" value="Cancel"/>
Tom Jones	McNair Fellowship	view supporting materials (submitted)	N/A	awarded [\$amount?]	

Monitor status
of nomination in
EASI



NAVIGATION MENU

Informational Links

[Continuing Fellowship 2010-2011 Information](#)

Continuing Fellowship Nomination

Awards System



[Student Information Form](#)

[Supporting Documents](#)

[Certification and Finalization](#)

Student Information Form

Name:	Speede, Test Record
UTEID:	speede
Email address:	speede@speede.com
Graduate School:	Biology
Graduate Major:	Cell and Molecular Biology
Graduate Adviser:	Tom Smith
Graduate GPA:	3.5058
Hours completed:	21
Incompletes (sum of hours):	6
First Semester Enrolled:	Fall 2007
Candidacy:	Admitted to candidacy June 1, 2009
Undergraduate degree received from:	Texas A&M
GRE Scores (quantitative/verbal/total):	720 / 680 / 1400

**GC Step 2:
Review
student's
information:
GPA, SCH, etc.**

First Semester Enrolled: Fall 2007

Candidacy: Admitted to candidacy June 1, 2009

Undergraduate degree received from: Texas A&M

GRE Scores (quantitative/verbal/total): 720 / 680 / 1400

When you nominate a student using the "create nomination" button below, the system will automatically send that student an email notification of their nomination. This notification will include a link to a webpage where the student can submit additional materials required to support this nomination. Check here to acknowledge that you have read and understand this statement.



create nomination

GC Step 3: “Create Nomination” – this will trigger an email to the student to complete their part of the nomination process. You will be able to monitor the status of their information and view it before narrowing down the list to those you wish to forward as your nominations to the Graduate School.

Continuing Fellowship Nominations

GS Continuing Fellowship for 2011 - 2012

Awards System



Please enter an applicant EID:

GS Step 1: Student enters their UT EID

Student Information Form

Letters of Recommendation

Previous Awards, Honors and Financial Assistance

Financial Assessment
Certification

General Questions

Supporting Documents

Student Information Form

Admins Only - TEST and QUAL only - Proxy as a user and fill out an application.

Please enter an applicant EID:

Personal and Academic Information

Name:

UT EID:

Citizenship: U. S. Citizen

Residence: Non-Resident Of Texas

Graduate Major : Biochemistry

Graduate Adviser:

Classification: Doctoral

Contact Information

Please verify the following information.

Email address: @MAIL.UTEXAS.EDU

Local Address: Greystone Dr Apt 1

Local City/State/Zip: Austin, TX 78731-

Local Phone Number: ()

Permanent Address: Greystone Dr Apt 1

Permanent City/State/Zip: Austin, TX 78731-

Permanent Phone Number: ()

GS Step 2: Student verifies their student information on file in system.

GS Continuing Fellowship for 2011 - 2012

Awards System



Student Information Form

Letters of Recommendation

Previous Awards, Honors and Financial Assistance

Financial Assessment

General Questions

Supporting Documents

Certification

Letters of Recommendation

Admins Only - TEST and QUAL only - Proxy as a user and fill out an application.

Please enter an applicant EID:

The individual you have asked to serve as a reference for you should be thoroughly familiar with your work and able to authoritatively the scholarship and research in your field of study.

* Information marked with an asterisk is required.

* Reference 1

Prefix:

* Full Name:

* Title:

* Organization:

GS Step 3: Student fills in names and email addresses of three references – reference writers will be automatically contacted for letters.

* Reference 3

Prefix:

* Full Name:

* Title:

* Organization:

* Email:

* Status of Reference Request

When requests for letters of reference are entered, you will have the choice of sending them immediately or waiting until your application is complete.

- Send requests now
- Send requests when I submit this application

* Reference Waiver

I wish to waive my right of access to the letters of reference provided in support of this application.

- Yes, I waive my rights
- No, I do not waive my rights

GS Step 3: Student fills in names and email addresses of three references – reference writers will be automatically contacted for letters.

GS Continuing Fellowship for 2011 - 2012

Awards System



Student Information Form

Letters of Recommendation

Previous Awards, Honors and Financial Assistance

Financial Assessment

General Questions

Supporting Documents

Certification

Previous Awards, Honors and Financial Assistance

Admins Only - TEST and QUAL only - Proxy as a user and fill out an application.

Please enter an applicant EID:

**GS Step 4:
Student lists
their previous
fellowships,
awards and
honors.**

Previous UT Fellowships

Name	Year	Amount
<input type="text"/>	<input type="text"/>	\$ <input type="text"/> .00
<input type="text"/>	<input type="text"/>	\$ <input type="text"/> .00
<input type="text"/>	<input type="text"/>	\$ <input type="text"/> .00

List all other honors, awards, fellowships, scholarships, and assistantships received.

Name of Award	Grantor	Year	In recognition of	Award amount (if applicable)	Award received while at UT?
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	\$ <input type="text"/> .00	<input type="button" value="v"/>

Student Information Form

Letters of Recommendation

Previous Awards, Honors and Financial Assistance

Financial Assessment

General Questions

Supporting Documents

Certification

Financial Assessment

Admins Only - TEST and QUAL only - Proxy as a user and fill out an application.

Please enter an applicant EID:

Please estimate your financial resources for the **current academic year**.

* Questions marked with an asterisk are required. Enter a zero if you have no resources of the type requested. Enter whole numbers only; no decimals or commas.

Current Academic Year Estimated Financial Resources

Income:* \$.00

Savings/cash on hand:* \$.00

Educational loans:* \$.00

Grants:* \$.00

Expected summer earnings available for school:* \$.00

Parental support:* \$.00

Spousal income:* \$.00

Other scholarships/fellowships to be received:* \$.00

Other financial support:* \$.00

Source of other financial support:*

Number of dependents you have:*

Please indicate the total amount of the loans you have already received to finance your undergraduate and graduate education.

Total debt:* \$.00

* I certify that the financial information above is complete and accurate. I understand that should any of this information be incomplete or inaccurate, I will be ineligible to receive a University Fellowship, and I will return all funds awarded on the basis of false or incomplete information. If my financial situation changes, I will promptly notify the Directors of the University Fellowships Program.

GS Step 5: Student completes the financial assessment form.

Student Information Form

Letters of Recommendation

Previous Awards, Honors and Financial
Assistance

Financial Assessment

General Questions

Supporting Documents

Certification

General Questions

Admins Only - TEST and QUAL only - Proxy as a user and fill out an application.

Please enter an applicant EID:

* Responses to questions marked with an asterisk are required.

* 1. Degree sought:

- Ph.D.
- M.S.
- M.A.
- Other

GS Step 6: Student answers a few, short general questions.

* 2. Name of supervising professor (if you have one), else enter "NA":

* 3. Estimated date of graduation:

- Spring 2012
- Summer 2012
- Fall 2012
- Spring 2013
- Summer 2013
- Fall 2013
- Spring 2014
- Summer 2014
- Academic year 2014-2015
- Academic year 2015-2016 or beyond

**GS Step 6 (cont'd):
Student answers a few,
short general questions.**

(optional) 4. Optional: IF there are any supporting materials other than your CV and personal statement that you want the review panel to consider in support of your nomination, enter the url for accessing those materials here.

« go back

save

save & continue

Student Information Form

Letters of Recommendation

Previous Awards, Honors and Financial Assistance

Financial Assessment Certification

General Questions

Supporting Documents

Supporting Documents

Admins Only - TEST and QUAL only - Proxy as a user and fill out an application.

Please enter an applicant EID:

* Documents marked with an asterisk are required.

* C.V.

CV: List education and degrees earned; honors and awards; publications and conference presentations; research and professional experiences; professional society memberships; service and outreach.

Document status: Upload document

* Personal statement

Statement of Purpose: Describe your current scholarly pursuits in some detail. If you are at an early stage in your studies, describe your program of work and topic(s) of interest. If you are more advanced in your research program, describe the topic, your approach to this topic, and why you feel this is a significant project in some detail. Write for an educated, but lay, reader.

Document status: Upload document

**GS Step 7:
Student
uploads their
CV and
Personal
Statement.**

GS Continuing Fellowship for 2011 - 2012

Awards System



Student Information Form

Letters of Recommendation

Previous Awards, Honors and Financial Assistance

Financial Assessment

General Questions

Supporting Documents

Certification

Certification

Once you have completed all required information, you may submit this form. You will be able to view a copy of your application materials once they are submitted, but you will no longer be able to make changes.

* Responses to questions marked with an asterisk are required.

* I certify that the information I have provided is complete and correct and I understand that the submission of false information is grounds for rejection of this nomination. I agree to notify the proper officials of any changes in the information provided.

« go back

save changes

submit application to your department

**GS Step 8:
Student certifies and submits their information for consideration of a fellowship nomination.**

Note: After the student has submitted their information, the program can review the nomination materials, select their nominees and forward completed nominations to the GS for those



Continuing Fellowship Nomination

Awards System



[Student Information Form](#)

[Supporting Documents](#)

[Certification and Finalization](#)

[Certification and Finalization](#)

Supporting documents

[This is a sample of a document upload set up by an admin for a specific award. This is not part of the fellowships.]

Nomination Letter

Write a letter that includes a discussion of all your nominees, with the comparative rankings your program is nominating each student, and explain why the students are ranked as they are. Specify review committees in these letters; your position as graduate adviser can allow you to highlight in an effective way, and letters from graduate advisers are taken very seriously by the award committees.

Document status: Not on file - upload

**GA Step 1:
Graduate
Adviser
uploads
supporting
letter for
nomination.**

NAVIGATION MENU

Informational Links

[Continuing Fellowship
2010-2011
Information](#)



Student Information Form

Supporting Documents

Certification and Finalization

Certification and Finalization

I certify that the information I have provided is complete and correct and I understand that the submission of false information is grounds for rejection of this fellowship nomination. I agree to notify the proper officials of any changes in the information provided.

Departmental Rank:

*Select a review group for your application:

- Communications, Fine Arts, Arcl
- Humanities
- Social Sciences, LBJ
- Engineering, Business
- Natural Sciences
- Education, Information Science, Nursing, Social Work

**GA Step 2:
Graduate
Adviser assigns
a rank for
nominee, the
review group,
and submits.**

save

submit nomination to The Graduate School