

GENERAL AWARD NOMINATION GUIDELINES

1. Nominations for each student **must** include:

An E-Nomination Form (<http://www2.umaine.edu/graduate/award/>), which summarizes the student's credentials and nomination rank. In consultation with the student's advisor, the graduate program coordinator will use a text box in the E-Nomination Form* to describe the reasons for nominating the student. The Letter of Support should not exceed 450 words and it must be specific to the student and to the award for which he/she is nominated. In the Letter of Support for **CDRA, MEIF Dissertation, and UMDRF, the graduate coordinators/advisor(s) must also address:**

- I. **Chase Distinguished Research Assistantship (CDRA):** Explain the importance of the proposed research and provide student's anticipated graduation date.
 - II. **MEIF Dissertation Fellowships:** Discuss the significance of the doctoral student's dissertation to the State of Maine and provide student's anticipated graduation date.
 - III. **University of Maine Dissertation Research Fellowships (UMDRF):** See E-Nomination Form for explanation of how UMDRF award will enhance research productivity of student, faculty member, and graduate program.
2. Unless otherwise noted, all Nominees must be admitted to the Graduate School by **Friday, March 5, 2010** as regular, full-time graduate students. It is expected that CDRA nominees will have completed at least one semester at UMaine, that UMDRF nominees will have completed at least one year at UMaine, and that MEIF nominees will be in their final year of doctoral enrollment during the award year. Awards become effective for Fall 2010. Nomination deadlines are noted for each individual award.
 3. All Nominees must have any/all required entrance examination scores on file in the Graduate School office (e.g., GRE, GMAT, MAT and TOEFL (if applicable)).
 4. Recipients of awards will receive tuition coverage for a maximum of nine (9) graduate credit hours (500-600 level) at the University of Maine each semester. They must remain as full-time students for the duration of the award. Only doctoral students who have passed their comprehensive exams (The Graduate School must have the form indicating their admission to candidacy on file) can register for one (1) credit hour per semester and be considered full-time students.
 5. Four of the awards: 1) International Tuition Scholarships, 2) Atlantic Provinces Scholarships, 3) Trustee Scholarships, and 4) Thurgood Marshall Scholarships offer only tuition support. The Graduate School recognizes that occasionally it is necessary to combine resources to provide competitive funding for a graduate student. If stipend support becomes available and there are no other tuition benefit associated to the stipend funds, a department may petition the Graduate School for permission to allow the student to earn the stipend and keep the tuition-only award. The intent of this provision is to promote identifying additional sources of support for graduate students, not to eliminate tuition costs from grant budgets.
 6. Grants, traineeships, and other forms of support may be used to only to supplement CDRA recipients' award. As a general rule, students on assistantships including CDRA recipients, are expected to work 20 hours a week and their compensated work must never exceed thirty (30) hours total a week. Permission to work 10 additional hours (beyond 20) (if available) is only allowed for domestic students. International students cannot exceed a 20-hour week workload, except at times when classes are not in session.
 7. The Executive Committee will select the recipients for all assistantships, fellowships and scholarships except UMDRFs, which are selected by a special committee convened by the Dean of the Graduate School.

Awards will be based upon departmental recommendations and academic performance, including previous GPA(s) and entrance test scores; the UMDRF awards have additional criteria. All pertinent information, including test scores, grade point average, etc., must be included with each nomination.

* The E-Nomination Form will contain fields (text boxes) for copying/pasting the Letter of Support that must accompany the nomination.

ALL NOMINATIONS MUST BE SUBMITTED BY THE GRADUATE COORDINATOR ONLY

CHASE DISTINGUISHED RESEARCH ASSISTANTSHIPS (CDRA)

Number to be awarded: maximum 10

The nomination deadline is February 5, 2010.

- Stipend: \$12,790 (nine monthly installments of \$1,421.11)
- Tuition: A total of 18 (eighteen) credits for the fall and spring semesters, and up to 6 credits in summer of 2011.
- Health Insurance: Half of the cost of the annual policy administered by the University of Maine for graduate assistants.

Recipients must register for a minimum of six (6) credit hours per semester unless candidacy has been achieved. **Note:**

Nominations are limited to students who have completed at least one semester of graduate study at the University of Maine prior to being nominated. Preference will be given to students who are nearing completion of their degrees and to doctoral students.

E-Nomination must include:

- A Letter of Support
- Research Prospectus **written by the student** describing in layperson's terms, a research plan that is directly associated with the student's thesis/dissertation. For students in non-thesis programs, a description of the practical application of their work as laid out in his/her Program of Study. **Note: The maximum acceptable length of the prospectus is 1000 words.**

MEIF DISSERTATION FELLOWSHIPS (MEIFDF)

Number to be awarded: maximum of 5

The nomination deadline is February 5, 2010.

- Stipend: \$18,000 (12 monthly installments of \$1,500.00)
- Tuition: Up to one (1) credit per semester for the fall and spring semesters, and up to 1 (one) credit in summer of 2011.
- Health Insurance: Half of the cost of the year policy administered by the University of Maine for graduate assistants.

MEIFDF's are open to doctoral candidates completing their dissertations in the following Maine Economic Improvement Fund (MEIF) targeted areas: aquaculture and marine sciences technology; biotechnology; composite materials engineering; environmental sciences technology; information sciences and technology; precision manufacturing; and forestry and agriculture are available annually to be awarded by the Graduate School. **Students must be in their final year of doctoral study, and the award is non-renewable.**

E-Nominations must include:

- A Letter of Support
- Research Prospectus **written by the student** describing in layperson's terms, a research plan that is directly associated with the student's thesis/dissertation. **Note: The maximum acceptable length of the prospectus is 1000 words.**

UNIVERSITY OF MAINE DOCTORAL RESEARCH FELLOWSHIPS (UMDRF)

Number to be awarded: maximum of 3

The nomination deadline is February 5, 2010.

- Stipend: \$25,000 (12 monthly installments \$2,083.33).
- Tuition: Up to 9 credits per semester for the fall and spring semesters, and up to 1 credit in summer of 2011.
- Health Insurance: Half of the cost of the year policy administered by the University of Maine for graduate assistants.

The University of Maine Doctoral Research Fellowship (UMDRF) is open to all doctoral students, regardless of discipline, and is designed to stimulate research and scholarship at UMaine as measured by research productivity and doctoral-degree graduation rate. Therefore, successful applicants will explicitly address how fellowship support would result in an overall increase in productivity for both the student and the advisor. The UMDRF is intended to provide up to two years (24 months) of support for doctoral students to assist in completion of their degrees; however, support for the second year is contingent upon budget availability and success in meeting productivity goals.

E-Nomination must include:

- Letter of Support
- Dissertation Abstract – written by the student; **should not exceed 450 words.**
- Faculty CV
- Student CV
- Measure of award success statement

ATLANTIC PROVINCES GRADUATE SCHOLARSHIPS**Number to be awarded: 3****The nominations deadline is February 26, 2010.**

Available to Canadian citizens who are graduates of the colleges and universities of the Atlantic Provinces and Quebec. Total award: eighteen (18) credits for Academic Year and up to 6 (six) credits in summer of 2011. Awards may be renewable for a second year if the student remains in good standing, and the graduate coordinator contacts the Graduate School to extend the scholarship.

TRUSTEE TUITION SCHOLARSHIPS**Number to be awarded: 18****The nominations deadline is February 26, 2010.**

Available to all full-time registered graduate students not supported by other scholarships, fellowships, or assistantships. Total award: eighteen (18) credits for Academic Year and up to 6 (six) credits in summer of 2011. Awards may be renewable for a second year if the student remains in good standing.

THURGOOD MARSHALL SCHOLARSHIPS**Number to be awarded: 2****The nominations deadline is February 26, 2010.**

Available to all full-time registered graduate students whose socioeconomic background, prior academic or work experience, and/or graduate educational interests would bring a unique perspective to The University of Maine community. Preference is given to individuals from groups that have been traditionally underrepresented at The University of Maine. Total award: 18 credits for Academic Year and up to six (6) credits in summer of 2011. Awards may be renewable for a second year if the student remains in good standing.

INTERNATIONAL GRADUATE STUDENT TUITION SCHOLARSHIPS**Number to be awarded: Varies****The nominations deadline is February 26, 2010.**

Available for full-time registered international graduate students. Total award: 18 credits for Academic Year and up to six (6) credits in summer of 2011. Awards are renewable for a maximum of two (2) years for Master's degree students and four (4) years for Doctoral students if the student remains in good standing. The student is responsible for paying room, board, books, fees, insurance, travel and other costs.

BASIC REQUIREMENTS:

1. The applicant must be enrolled in or admitted to a degree program by Friday, March 5, 2010.
2. The applicant must demonstrate that he/she is able to meet all other costs of education.
3. Any student receiving the tuition waiver must maintain a satisfactory level of academic achievement. This is defined as a grade point average of 3.0 or higher. Students on academic condition may not hold scholarships.
4. The applicant must have a TOEFL score of at least 550 or equivalent and satisfactory performance on other entrance examinations as required.

AWARDING PROCEDURE:

1. Renewable International Tuition Scholarships are awarded for a maximum of two (2) years for a Master's degree, and four (4) years for a Doctorate. The Executive Committee will review requests for extensions. A letter of recommendation from the student's faculty advisor will be required at the time of request for extension.
2. In conjunction with the Director of International Programs, the Executive Committee will meet in the Spring to select new recipients and renew previously awarded waivers. In evaluating new applicants for the tuition waiver, the following will be considered:
 - a) Academic ability,
 - b) Representation of students from a variety of countries and programs, and
 - c) Ability to meet costs other than tuition.
3. Students must accept the award in writing (send an e-mail to Debbi.Clements@umit.maine.edu). In some cases, acceptance by a sponsor will be acceptable.
4. International Students will become ineligible for International Student Scholarships if they become permanent residents.