March 28, 2017

To: Deans, Department Heads/Chairs, Program Directors, and Graduate Coordinators

From: Ann Hild, Interim Associate Vice President for Graduate Education

Subject: 2017 Summer Registration and Augmentation Money for Doctoral Graduate Assistants

The Office of Academic Affairs is pleased to announce 2017 summer scholarship and tuition awards for doctoral students. The summer doctoral augmentation program is designed to assist students nearing degree completion. Doctoral augmentations may NOT be used to support summer GA duties.

2017 Summer Qualifications

1. Only doctoral graduate students who have passed their preliminary examinations, will be eligible for summer augmentation. The “Report on Preliminary Exam…” form must have been filed with the Registrar by March 29, 2017.

2. The doctoral student must have been on a full-time graduate assistantship during spring 2017.

3. Selected students must be involved in dissertation-related research during summer 2017.

4. As stated in last year’s (2016) memo: “Should any funds be available for next summer (2017), only students who have not received previous augmentations will be eligible. Please plan accordingly.” Students who have received this support in the past are not eligible to receive it again.

5. Each person receiving an award must be registered for a minimum of one credit hour and should be registered no later than May 22nd for the summer 2017 session.
   a. Student must be registered before June 30 to be eligible for funding from Academic Affairs.
   b. Summer fee for first credit hour is $420.45 and each additional credit is $269.71. – this amount reflects only mandatory fees associated with the credit hour(s). If using A. Affairs state funding source, program and special course fees are included.

Nominations

1. Departments must send the list, via the attached excel spreadsheet, of nominees who qualify for the doctoral augmentation. The list should include the following for each PhD student:
   a. college
   b. department and degree (i.e., ESM – Rangeland Ecology, ESM – PiE)
c. first and last name

d. W number

e. date the preliminary examination was completed

f. anticipated date of degree completion, and

g. verification of no previous summer augmentations.

Please submit the list by email to Michele Peck (mpeck@uwyo.edu), Office of Academic Affairs, by April 21, 2017.

**Augmentation Amounts and Award Information**

1. The augmentation amount for summer 2017 will be $2,200, which will be deposited in the students’ WyoRefund accounts, no later than the last working day of June. If the student does not have a WyoRefund account set up, a check will be sent to their mailing address on file with UW.

2. College deans and departments will be contacted with specific stipend and budget information. Award notification will occur by May 1, 2017.

3. If the department plans to provide a stipend, in addition to the augmentation, the specific amount and source of the stipend money must be added to a GA Nomination/Payroll Form (online hiring system). Completed forms are due in Academic Affairs, Attn. Michele Peck, for each approved student by May 15, 2017.

**Tuition**

Each student will be provided a tuition and fee award for one credit hour (required during the summer session). Tuition and fees beyond the one credit hour will be assessed at resident rates but must be paid from other sources. **If being paid by the department, a tuition and fee designation form must be completed and submitted with the GA Nomination/Payroll Form.**

If you have questions, please contact Michele Peck in Academic Affairs at mpeck@uwyo.edu.