April 6, 2016

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

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

Subject: 2016 Summer Registration and Augmentation Money for Doctoral Graduate Assistants

The Office of Academic Affairs is pleased to announce 2016 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.**

PLEASE NOTE: given budgetary changes currently underway, doctoral augmentations are unlikely for summer 2017. Should any funds be available for next summer, only students who have not received previous augmentations will be eligible. Please plan accordingly.

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

**2016 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 30, 2016.

2. The doctoral student must have been on a full-time graduate assistantship during spring 2016.

3. Selected students must be involved in dissertation-related research during summer 2016.

4. Each person receiving an award must be registered for a minimum of one credit hour and should be registered **no later than May 23rd for the summer 2016 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 $410.96 and each additional credit is $260.52. – 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 a list, via the attached excel spreadsheet, of the nominees who qualify for the doctoral augmentation. The list should include the following for each PhD student:
   a. college
   b. department
   c. first and last name
   d. W number
   e. date the preliminary examination was completed
   f. anticipated date of degree completion, and
   g. notation of any previous summer augmentations.

No student will be eligible for more than two summer awards during the course of his or her doctoral candidacy. Please submit the list by email to Michele Peck (mpeck@uwyo.edu), Office of Academic Affairs, by April 20, 2016.

Augmentation Amounts and Award Information

1. The augmentation amount for the summer 2016, 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 2, 2016.

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 16, 2016.

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.