

Student ID:

Dear ,

I am very pleased to inform you that you have been selected to receive a University Fellowship in the (program) at the University of Louisville. This letter is a formal offer of that fellowship to you as a doctoral student in the program. The offer is for a stipend of \$ per year (at a rate of \$ per month), plus full tuition support, and health insurance (**fees are not covered**). The fellowship in the first year is **for eleven-months**, from August 1, 2024, through **June 30, 2025**, and is renewable for a second year (twelve-months) of funding, contingent upon full time enrollment, satisfactory progress toward your degree with a cumulative GPA of not less than 3.25, and meeting the requirements of your doctoral program. Your program will fund an assistantship (which could require teaching, research, or other service to the university) for at least two additional years. The university typically provides four years of funding to doctoral students who make satisfactory progress toward the degree; the granting of additional funding beyond four years depends on the department, but the university-wide maximum for university-sponsored financial support is six years for doctoral students. Doctoral students are expected to register for a minimum of nine (9) hours each for the Fall and Spring semesters and six (6) hours in the summer until they reach doctoral candidacy.

During the two years in which you are covered by the University Fellowship, you are not expected to provide services beyond those appropriate to the completion of your degree requirements. The University Fellowship is a prestigious award for graduate students at the University of Louisville, and it is thus given to those who show great promise. We expect that you will be an active and contributing member of your program, and a mentor to those who follow you. Likewise, because the University Fellowship provides you with the opportunity to pursue your studies full-time, you may not accept additional employment while the fellowship is in effect without written approval from the Dean of the Graduate School.

We encourage you to inform us of your intent to accept this offer as soon as you have reached a decision. The University of Louisville subscribes to the Council of Graduate Schools' April 15th Resolution and abides by their April 15th deadline. Please sign your [Terms of Agreement Form](#) by this date so we have a record of your acceptance; if a reply is not received by the deadline, the offer will automatically be withdrawn and the fellowship offered to another student. After we receive your acceptance and the terms of agreement form, the university's business operations office will be contacting you directly via email to provide additional information about the hiring process. **The completion of your hiring process is contingent on the successful completion of a criminal background check, and you must be registered for classes in order to receive your first monthly paycheck.** Please make sure that you have taken the necessary steps in order to be registered for the semester you are to begin.

Congratulations on your academic success thus far. We hope to hear from you soon and look forward to welcoming you to campus in the Fall.

Sincerely,

Beth A. Boehm, Ph.D.
Dean and Vice Provost for Graduate Affairs

cc:
Ph.D., Dean
, Ph.D., Associate Dean
, Ph.D., Chair
, Ph.D., DGS
, Ph.D., Faculty Mentor and Nominator ,
Unit Business Manager
Yvette Stith, Graduate School