

University of California, Irvine
Graduate Division
Terms and Conditions of Accepting the Fellowship

Students who are awarded one of UC Irvine's fellowships must adhere to all university policies and procedures including, but not limited to the following:

- Fellows must maintain satisfactory academic progress in accordance with university policy and individual departmental and/or program requirements. Students should consult with their individual departments and/or programs for additional information. University-wide requirements on satisfactory progress serve only as minimum standards to be met. Individual departments and/or programs may have stricter requirements upon which final determination for satisfactory academic progress will be based. If students are employed, they are also required to satisfactorily perform the duties of the job. The Graduate Dean reserves the right to cancel a fellowship should the fellowship recipient not maintain satisfactory academic progress in accordance with university policy and individual departmental or program requirements **or** should the fellowship recipient receive an incomplete (I) or any unsatisfactory grade.
- To receive institutional funding from state funds, students must have US citizenship, lawful permanent residency, F-1 visa status, or AB540 status. Those without AB540 status are restricted to specific funding categories with a prohibition to receive any University of California administered fellowships. Please note that eligibility requirements are subject to change based on California legislative updates. For further information, please visit: [funding sources for AB540 and or DACA](#) or [UCOP enrollment services](#) website.
- Each fellow must be continuously enrolled as a full-time graduate student (at least 12 units of graduate or upper-division credit per quarter) in accordance with university policy.
- Any change in student status that may affect this award, such as change of major, change from full-time to part-time enrollment, degree change, leave of absence or withdrawal should be reported immediately to the Graduate Division and to your Fellowship administrator. Such changes may affect fellowship eligibility.
- All fellowship recipients who are United States citizens or permanent residents of the United States of America must complete the *Free Application for Federal Student Aid* (FAFSA) at <https://studentaid.gov/> on a yearly basis. For recipients with AB540 status, please complete the [California Dream Act application](#).
- **Fellowships may affect need-based awards obtained through the UC Irvine Office of Financial Aid and Scholarships.** In such cases, Financial Aid awards may be adjusted to account for the total amount of support received from all university sources. Awardees are responsible for verifying all terms and conditions pertinent to all other awards upon acceptance of a fellowship.
- All students are required by the IRS to report stipend payments not used for fees, books, supplies or equipment required for courses as income for tax purposes. UC Irvine does not provide United States citizen or permanent resident students with an end of the year statement of fellowship income, comparable to the W-2, for reporting employment income. Students must keep their own record of all their financial documents for tax purposes.
- All students receiving fellowships are required to be continuously enrolled starting with their initial entry into the program. While students who interrupt their academic careers may petition for reinstatement of funding, continued fellowship funding upon return is not guaranteed.
- All fellowship awardees must demonstrate continual satisfactory academic progress in accordance with the university and department policy on normal and maximum time-to-degree as approved by UC Irvine's Graduate Council. Failure to do so may affect the student's fellowship eligibility.
- All fellowship awardees must meet with the fellowship administrator at least once a year throughout their academic program.
- Acceptance of any other type of financial resource during the fellowship tenure (other fellowship, internship, gift, grant or otherwise) may affect a student's fellowship eligibility. All such cases must be reported to the UC Irvine Graduate Division Fellowship coordinator prior to the student's acceptance of such offers. Failure to do so may result in immediate termination of all UC Irvine fellowship awards.
- Fellows are members of both society and the university community, with attendant rights and responsibilities. Fellows are expected to comply with all laws of the State of California, as well as with university policies and campus regulations, including those pertaining to student conduct. Failure to do so, as determined by the Graduate Dean and/or the Dean of Students may be cause for cancellation of the fellowship.
- The UC Irvine Graduate Dean reserves the final right in determining a student's eligibility for UC Irvine programs. All decisions made by the UC Irvine Graduate Dean are final.

The University of California, Irvine subscribes to the policy established by resolution of the Council of Graduate Schools (CGS)² regarding offers of graduate fellowships, assistantships or traineeships. Please read the following resolution carefully.

Acceptance of an offer of financial aid (such as a graduate scholarship, fellowship, traineeship or assistantship) for the next academic year by an actual or prospective graduate student completes an agreement which both student and graduate school expect to honor. In those instances in which the student accepts the offer before April 15 and subsequently desires to withdraw, the student may submit in writing a resignation of the appointment at any time through April 15. However, an acceptance given or left in force after April 15 commits the student not to accept another offer without first obtaining a written release from the institution to which a commitment has been made. Similarly, an offer

by an institution after April 15 is conditional on presentation by the student of the written release from any previously accepted offer. It is further agreed by the institutions and organizations subscribing to the above Resolution that a copy of this Resolution should accompany every scholarship, fellowship, traineeship and assistantship offer.

1. Your signature authorizes UC Irvine to publish (newsletters, reports & brochures) and disseminate information regarding your accomplishments to other educational institutions.
2. The Council of Graduate Schools is comprised of most accredited graduate institutions in the United States.