Endowed Graduate Fellowships & Access and Diversity Fellowships

2018–2019

The 2018–2019 Endowed Graduate Fellowships and Access and Diversity Fellowships are open for nominations by departments. As in last year’s cycle, students will not apply for fellowships, but will be nominated by the department. They will be made aware of what fellowships are available, and may contact the department to be considered, but departments will be responsible for gathering and submitting application materials.

This document will provide background information, award details, eligibility and application requirements for each of the fellowships being offered this 2018–2019 fellowship cycle. Departments are encouraged to begin evaluating students in order to determine who to nominate.

Each department can nominate only one student per fellowship, and no student can be nominated for more than one of the following fellowships.

This document includes timelines for Endowed Graduate and Access and Diversity Fellowship submission and evaluation. Departments are encouraged to make nominations as soon as possible, in order to optimize the chances of recruiting the best students for these fellowships. A cross-disciplinary faculty review board will evaluate these applications based on the submitted material, as described below.

The Endowed Graduate and Access and Diversity Fellowships are divided into two categories: new students and returning students. Each of these categories has a different timeline for nomination and evaluation.

1 Information about Tennessee Fellowships for Graduate Excellence can be found at gradschool.utk.edu/graduate-student-life/costs-funding/graduate-fellowships/tfge/. Information about graduate fellowships distributed through colleges can be obtained by contacting college deans.
Fellowships for New Students

The fellowships on the following pages are for new students. These are students who are first-time enrollees in a graduate degree program in fall 2018. The relevant fellowships are:

- Isobel Griscom Graduate Fellowship
- Seaton Graduate Fellowship
- Herman E. Spivey Humanities Graduate Fellowships
- J. Wallace & Katie Dean Graduate Fellowships
- Lori Mayer Women’s Graduate Fellowship
- Access and Diversity Graduate Fellowship

Submission of materials to the Graduate School for evaluation will be done through the ADMIT system.

Timeline

The timeline for fellowships for new students is the following:

**February 8**
- Deadline for departments to nominate students and submit all materials to the Graduate School.
- Deadline for fellowship nominees to be admitted.

**February 15–March 2**
- Review of applications

**March 9**
- Departments and awardees are notified and the website is updated.

**April 15**
- Final deadline for student responses
Isobel Griscom Graduate Fellowship

Isobel Griscom established this endowment through a gift made in 1971, and the fellowship is designed to promote opportunities for graduate students who demonstrate successful academic and professional performance. Griscom was born in St. Elmo, Tennessee, and was a revered and respected Associate Professor of English, initially with Chattanooga University, which later became part of the University of Tennessee System. A tireless advocate of women's rights, Griscom was active in the American Association of University Women and the League of Women Voters.

Award

This award will provide a total of $2,000 for the 2018-2019 academic year. This amount will be paid in two equal awards of $1,000 each; one at the beginning of the fall semester, and the other when the spring semester begins (see appendix A). This is a non-renewable fellowship and no portion of the fellowship year may be deferred.

Eligibility Criteria

The program is open to graduate nominees who will be first-time enrollees in a graduate program in fall 2018 and who demonstrate successful academic and professional performance. Nominees must be admitted (or admitted conditionally) to a degree program by the Office of Graduate Admissions by February 8, 2018. This will be confirmed by the Graduate School. Recipients of this award must also be enrolled as a full-time student (see appendix B) for both fall 2018 and spring 2019.

Application Requirements

To nominate a candidate, the department must submit a letter of endorsement from the Director of Graduate Studies for the candidate’s program by February 8, 2018. This letter should address the nominee’s academic readiness and potential for success in the graduate program. See appendix C for instructions on submitting materials.
Seaton Graduate Fellowship

The Seaton endowment honors the memory of Bruce Painter Seaton and Eva Woody Seaton, who were married in Knoxville on October 14, 1922, and were lifetime residents here. Mr. Seaton served in the Knoxville Fire Department for 32 years, retiring in 1967 as assistant chief. He passed away in 1975, and Mrs. Seaton died August 10, 1992. Their daughter, Dr. Jennie D. Seaton, and other family members, including grandchildren and great-grandchildren, established this fellowship, designed to promote opportunities for graduate students who demonstrate successful academic and professional performance.

Award

This award will provide a total of $5,000 for the 2018-2019 academic year. This amount will be paid in two equal awards of $2,500 each; one at the beginning of the fall semester, and the other when the spring semester begins (see appendix A). This is a non-renewable fellowship and no portion of the fellowship year may be deferred.

Eligibility Criteria

The program is open to graduate nominees who will be first-time enrollees in a graduate program in fall 2018 and who demonstrate successful academic and professional performance. Nominees must be admitted (or admitted conditionally) to a degree program by the Office of Graduate Admissions by February 8, 2018. This will be confirmed by the Graduate School. Recipients of this award must also be enrolled as a full-time student (see appendix B) for both fall 2018 and spring 2019. Nominees must also be on at least a 25% graduate assistantship.

Application Requirements

To nominate a candidate, the department must submit a letter of endorsement from the Director of Graduate Studies for the candidate’s program by February 8, 2018. This letter should address the nominee’s academic readiness and potential for success in the graduate program. See appendix C for instructions on submitting materials.
Herman E. Spivey Humanities Graduate Fellowships

Established in 1990 with an endowment, the Herman E. Spivey Humanities Graduate Fellowship Program honors the former Vice-President of Academic Affairs who served from 1960 to 1968. Spivey fostered academic excellence and diversity at UT. These awards will be offered to selected nominees in arts and humanities programs who have excelled in undergraduate work and shown professional potential.

Award

This award will provide a total of $5,000 for the 2018-2019 academic year. This amount will be paid in two equal awards of $2,500 each; one at the beginning of the fall semester, and the other when the spring semester begins (see appendix A). This fellowship is renewable for a total of three years, upon the endorsement of the department and approval of the Graduate School.

Eligibility Criteria

The program is open to graduate students who will be first-time enrollees in a graduate program in fall 2018 in a department in the arts or humanities (including Art, English, Modern Foreign Languages and Literatures, History, Music, Philosophy, and Theatre). Nominees must be admitted (or admitted conditionally) to a degree program by the Office of Graduate Admissions by February 8, 2018. This will be confirmed by the Graduate School. U.S. citizens, permanent residents, and international nominees are eligible. Full-time registration is required for fall 2018 and spring 2019 (see appendix B), and the nominee must be the recipient of an assistantship of at least 25% FTE.

Application Requirements

To nominate a candidate, the department must submit a letter of endorsement from the Director of Graduate Studies for the candidate’s program by February 8, 2018. This letter should address the nominee’s academic readiness and potential for success in the graduate program. See appendix C for instructions on submitting materials.
J. Wallace & Katie Dean Graduate Fellowships

The J. Wallace and Katie Dean Graduate Fellowship Program was established in 2005 through an endowment provided by the Dean Trust. The Deans were longtime friends of the University of Tennessee and active community leaders in Knoxville. These awards will be offered to selected nominees who have excelled in their undergraduate work and who show promise for outstanding graduate work in excellent and demanding programs at UT. The Deans were particularly interested in using this fellowship to recruit “extraordinary students who have undergraduate degrees from top private and public universities.”

Award

This award will provide a total of $10,000 for the 2018-2019 academic year. This amount will be paid in two equal awards of $5,000 each; one at the beginning of the fall semester, and the other when the spring semester begins (see appendix A). This is a non-renewable fellowship and no portion of the fellowship year may be deferred.

Eligibility Criteria

The program is open to graduate students who will be first-time enrollees in a graduate program in fall 2018 at UT. Nominees must be admitted (or admitted conditionally) to a degree program by the Office of Graduate Admissions by **February 8, 2018**. This will be confirmed by the Graduate School. U.S. citizens, permanent residents, and international nominees are eligible. Full-time registration is required for fall 2018 and spring 2018 (see appendix B), and the **nominee must be the recipient of an assistantship of at least 25% FTE**.

Although this fellowship is open to nominees from all colleges and programs, special consideration will be given to nominees from programs in the areas of physical and biological sciences.

Application Requirements

To nominate a candidate, the department must submit a letter of endorsement from the Director of Graduate Studies for the candidate’s program by **February 8, 2018**. This letter should address the nominee’s academic background, accomplishments, and potential for success in the graduate program. See appendix C for instructions on submitting materials.
Lori Mayer Women’s Graduate Fellowship

The Lori Mayer Re-Entry Women’s Graduate Fellowship honors the memory of Lori Irene Mayer, who was a 1978 accounting graduate of UT. At the time of her death in October 1993, Ms. Mayer was controller at Whittle Communications, Inc. The fund for this fellowship more than doubled in size when a gift was received from her estate. The fellowship was designed to provide personal encouragement and financial support for returning adult women students.

Award

This award will provide a total of $4,000 for the 2018-2019 academic year. This amount will be paid in two equal awards of $2,000 each; one at the beginning of the fall semester, and the other when the spring semester begins (see appendix A). This is a non-renewable fellowship and no portion of the fellowship year may be deferred.

Eligibility Criteria

The program is open to women with baccalaureate degrees who are U.S. citizens, 27 years of age or over, and who have been out of a formal educational program for at least five years. Applicants must be first-time enrollees in a UT graduate degree program in fall 2018. Applicants must be admitted to a degree program by the Office of Graduate Admissions by February 8, 2018. This will be confirmed by the Graduate School. Applicants should be individuals who demonstrate significant potential to contribute to the Graduate School’s educational mission and its diversity-related goals. Recipients of this award must also be enrolled as a full-time student (see appendix B) for both fall 2018 and spring 2019.

Application Requirements

To nominate a candidate, the department must submit a letter of endorsement from the Director of Graduate Studies for the candidate’s program by February 8, 2018. This letter should address the nominee’s potential for success in the graduate program. See appendix C for instructions on submitting materials.
Access and Diversity Graduate Fellowship

The Graduate School seeks to recruit, enroll, and retain qualified students who will benefit from educational and social interactions with peers who come from different backgrounds and who have different life experiences, perspectives, and goals. The Graduate School also seeks to prepare its students with an array of educational experiences for dealing effectively in an increasingly diverse and global workforce. This graduate fellowship program is designed to achieve these goals. The wide-ranging attributes that will contribute to the educational mission of the Graduate School include but are not limited to ethnic and cultural backgrounds or life experiences, career goals, social or economic disadvantage, disability status, age, race, and sex.

Award

This award will provide a total of $15,000 for the 2018-2019 academic year. This amount will be paid in two equal awards of $7,500 each; one at the beginning of the fall semester, and the other when the spring semester begins (see appendix A). The fellowship will cover in-state maintenance fees and out-of-state tuition. Graduate student health insurance will be provided. This is a non-renewable fellowship and no portion of the fellowship may be deferred.

Eligibility Criteria

The fellowship is open to first-time enrollees who have been admitted to a graduate degree program at UT for fall 2018 and who demonstrate significant potential to contribute to the Graduate School’s educational mission and its diversity-related goals. Competition is open to U.S. citizens, permanent residents, and international applicants. Employees are not eligible. Applicants must be admitted to a degree program by the Office of Graduate Admissions by February 8, 2018. Admission will be confirmed by the Graduate School. Recipients of this award must also be enrolled as full-time students (see appendix B) for both fall 2018 and spring 2019 semesters.

Application Requirements

To nominate a candidate, the department must submit a letter of endorsement from the Director of Graduate Studies for the candidate’s program by February 8, 2018. This letter should address the nominee’s potential for success in the graduate program and how they contribute to the diversity of the department. See appendix C for instructions on submitting materials.
Fellowships for Returning Students

The fellowships on the following pages are for returning students. These are students who are currently enrolled in a graduate degree program and will be continuing their degree program in the 2018-2019 academic year. The relevant fellowships are:

- Shipley-Swann Graduate Fellowship
- Mary Phipps Shepherd Graduate Fellowship
- Oscar Roy Ashley Graduate Fellowship
- Yates Dissertation Fellowships

Submission of materials to the Graduate School for evaluation will be done through the ADMIT system.

Timeline

The timeline for fellowships for returning students is the following:

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
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<tbody>
<tr>
<td>March 21</td>
<td>Deadline for departments to nominate students and submit all materials to the Graduate School</td>
</tr>
<tr>
<td>March 26–April 6</td>
<td>Review of applications</td>
</tr>
<tr>
<td>April 11</td>
<td>Departments and awardees are notified and the website is updated.</td>
</tr>
<tr>
<td>May 4</td>
<td>Final deadline for student responses</td>
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Shipley-Swann Graduate Fellowship

R. Bruce Shipley and Sara Swann Shipley of Johnson City, Tennessee established five charitable remainder trusts with the University of Tennessee between 1989 and 1999. When Mr. Shipley passed away in 2002, Mrs. Shipley terminated the trust and activated the Shipley-Swann Endowment. This fellowship is to award returning students who demonstrate academic excellence.

Award

This award will provide a total of $5,000 for the 2018–2019 academic year. This amount will be paid in two equal awards of $2,500 each; one at the beginning of the fall semester, and the other when the spring semester begins (see appendix A). This is a non-renewable fellowship and no portion of the fellowship year may be deferred.

Eligibility Criteria

The program is open to students who are currently enrolled in a graduate degree program and will be continuing their degree program in the 2018–2019 academic year. Nominees must demonstrate successful academic and professional performance. Recipients of this award must also be enrolled as a full-time student (see Appendix B) for both fall 2018 and spring 2019.

Application Requirements

To nominate a candidate, the department must submit a letter of endorsement from the Director of Graduate Studies for the candidate’s program by March 21, 2018. This letter should address the nominee’s academic successes as a graduate student. See appendix C for instructions on submitting materials.
Mary Phipps Shepherd Graduate Fellowship

Mary Phipps Shepherd, a native of East Tennessee, graduated from the College of Education in 1932. While she was a student at UT, she served on the editorial staffs of the *Volunteer*, the *Orange and White*, and the *Mugwump*. She was a member of the Women Student Activities Council, the Panhellenic Council and Delta Delta Delta Sorority. Because of her great love for her alma mater, the University of Tennessee, she established this fellowship to help deserving students further their education.

**Award**

This award will provide a total of $2,000 for the 2018-2019 academic year. This amount will be paid in two equal awards of $1,000 each; one at the beginning of the fall semester, and the other when the spring semester begins (see appendix A). This is a non-renewable fellowship and no portion of the fellowship year may be deferred.

**Eligibility Criteria**

The program is open to students who are currently enrolled in a graduate program and will be continuing in their degree program in the 2018–2019 academic year. Nominees must demonstrate successful academic and professional performance. Recipients of this award must also be enrolled as a full-time student (see appendix B) for both fall 2018 and spring 2019.

**Application Requirements**

To nominate a candidate, the department must submit a letter of endorsement from the Director of Graduate Studies for the candidate’s program by **March 21, 2018**. This letter should address the nominee’s academic successes as a graduate student. See appendix C for instructions on submitting materials.
Oscar Roy Ashley Graduate Fellowship

Oscar Roy Ashley was a 1927 graduate of the University of Tennessee, Knoxville, receiving a BA in English from the College of Liberal Arts (now known as the College of Arts and Sciences). After his death in 2001, his will stipulated the use of funds to create a campus-wide fellowship fund for UT. This fellowship is for deserving and talented returning students who have demonstrated excellence in academic performance.

Award
This award will provide a total of $4,000 for the 2018–2019 academic year. This amount will be paid in two equal awards of $2,000 each; one at the beginning of the fall semester, and the other when the spring semester begins (see appendix A). This is a non-renewable fellowship and no portion of the fellowship year may be deferred.

Eligibility Criteria
The program is open to students who are currently enrolled in a graduate program and will be continuing in their degree program in the 2018–2019 academic year. Nominees must demonstrate successful academic and professional performance. Recipients of this award must also be enrolled as a full-time student (see appendix B) for both fall 2018 and spring 2019.

Application Requirements
To nominate a candidate, the department must submit a letter of endorsement from the Director of Graduate Studies for the candidate’s program by March 21, 2018. This letter should address the nominee’s academic successes as a graduate student. See appendix C for instructions on submitting materials.
Yates Dissertation Fellowships

The Yates Graduate Fellowship Endowment is a legacy of the generosity of the estate of Arthur E. Yates (1915–1977), former president of Yates Bleachery Company and a dedicated friend of the University of Tennessee. The Yates Graduate Fellowship Endowment was established in June 2000 to encourage, recognize, and support outstanding graduate students. The current use of the endowment from the Yates estate provides awards to be given each academic year to doctoral students completing their dissertations.

Award

This award will provide a total of $10,000 for the 2018–2019 academic year. This amount will be paid in two equal awards of $5,000 each; one at the beginning of the fall semester, and the other when the spring semester begins (see appendix A). This is a non-renewable fellowship and no portion of the fellowship year may be deferred.

Eligibility Criteria

A candidate must be a UT graduate student in good standing who will have completed admission to candidacy for the doctoral degree and reached dissertation stage or admitted to candidacy by fall 2018. Recipients of this award must also be enrolled as a full-time student (see appendix B) for both fall 2018 and spring 2019 semesters. Recipients of this award must maintain a 25% graduate assistantship in the department, and may not be a full-time employee of the University of Tennessee.

Application Requirements

To nominate a candidate, the department must submit a letter of endorsement from the nominee’s Major Professor by March 21, 2018. This letter should address the nominee’s potential for success in completing their dissertation during the 2018–2019 academic year. This letter should also address the student’s academic successes while pursuing the graduate degree. See appendix C for instructions on submitting materials.
Appendix A: Financial Aid

Fellowships will be disbursed to the awardee’s MyUTK (myutk.utk.edu) account together with any other financial aid and scholarships that the awardee may be receiving. If there are any unpaid charges at the time of disbursement, the fellowship will be applied towards those outstanding charges. If any excess funds are generated from this award, those monies will be made available to the awardee approximately one week after the funds are disbursed. Being signed up for direct deposit in a MyUTK account can assist in avoiding any delays. The award may be combined with other financial aid up to UT’s full estimated cost of attendance, which includes standard amounts for tuition, fees, and averages for housing, food, books, and personal costs related to attending college. If the combined financial aid, including the fellowship, exceeds UT’s estimated costs, the amount of any other financial aid may be reduced because of the fellowship.

Please note that this fellowship will be reported on the awardee’s annual 1098-T form and may have tax implications. For more information, the awardee should consult with a tax preparer or visit www.irs.gov.

Appendix B: Full-Time Status

In order to be considered a full-time student, one must be registered for a number of required courses. This number depends upon whether or not the student currently has an assistantship.

No Assistantship

If the student does not have an assistantship, the student must register for 9 credit hours to be considered full-time.

Assistantship

If the student has at minimum a 25% FTE graduate assistantship, the student must register for 6 credit hours to be considered full-time.
Appendix C: Nomination Process

In order to more efficiently process applications, the Graduate School is using the ADMIT component of the CollegeNet software we currently use for processing applications to Graduate School. We hope that this process will make nominating applicants easy and straightforward. The following steps will show you how to nominate an applicant.

Log Into ADMIT

Go to my.utk.edu, log in using your NetID and password, and select Graduate School Admissions (ADMIT) from the choices under Campus Services.

Find Your Student

On the left, you’ll see a folder for your department (called a pool). This is the same folder you look into to find applications to render decisions on. Select that folder to get the list of students/applicants.
Locate the student/applicant you would like to nominate. If you start typing the last name in the “Last Name” box, ADMIT will filter the list down to help you locate the desired student/applicant. Double-click the student you would like to nominate and the record for that student will open in a new tab.

Don’t see your student? See the Troubleshooting section on the next page.

Submit Letter of Endorsement

The form for submitting materials is on its own panel. Across the top of the student’s record are a number of tabs. To get to the nomination form, select the Graduate School Fellowships tab.

This panel provides a space to upload the student’s Letter of Endorsement. Click the “plus” icon to browse for the file on your computer and upload it. This file should be in PDF format.

That’s it! The student has now been put into a pool for review.
Troubleshooting

If you do not see the student you would like to nominate, there are two known reasons why that might be the case:

1. The student was entered into ADMIT in a previous year.
2. The student was not entered into ADMIT, because they were admitted before we began using the ADMIT system.

In both cases, the solution is the same. Contact Greg Tipps at gtipps@utk.edu and let him know the situation. He can facilitate making that student available to you for nomination.

Still Having Trouble?

If you have any difficulties, or have any questions about the process, please contact Sean Hendricks (shendrick@utk.edu) or Greg Tipps (gtipps@utk.edu), and we'll be glad to assist you.