Research Fellowship (Stipend and/or Tuition Award) Recommendation Form

Student Information

Student's Name: _____   GWid: _____   AY: _____ - _____

International? ☐ Yes   ☐ No   Country of Citizenship: _____

Department/Program: _____   Degree: _____

Support Package Details

Note: If support package is a stipend only or stipend and tuition, the Payment Characterization Check list **MUST** be completed, signed, and attached to this form.

A. **Stipend** (living allowance) (fellowship) $ _____   Start Date: _____   End Date: _____

B. **Tuition Award** (fellowship):   Credit Hours: _____   **-OR-** Dollar amount: $ _____

Semester of tuition award (please check one):   ☐ Fall   ☐ Spring   ☐ Summer

Full-time Study Required? ☐ Yes ☐ No   Part-time Study Allowed? ☐ Yes ☐ No
(Minimum of 9 credit hours per semester)   (Less than 9 credits hours per semester allowed only if student is at the end of program)

Notes: For Tuition awards, a new form is required for each semester. Tuition and/or stipend awards may **NOT** be awarded in exchange for work.

Funding Source

Sponsored Research Project (grant title): _____

Main Grant Oracle PTA: _____   Oracle Alias(Banner #): _____

If cost-sharing is occurring, indicate award & amount being cost-shared on the sponsored project.
☐ Tuition Amount: _____   ☐ Stipend Amount: _____

Cost-sharing Oracle PTA: _____   Oracle Alias(Banner #): _____
(if applicable)

Department/PI Recommendation

As Principal Investigator (PI) on the sponsored project and Chair of the department housing the project, we attest that the stipend and/or tuition recipient is currently enrolled in a degree program at The George Washington University, or will be by the time the stipend and/or tuition is placed on the student's account. We further attest that the stipend and/or tuition recipient's program of study is directly related to the scope of work of the sponsored project to which the tuition and/or stipend is charged.

PI Signature: _____   Date _____

Name: _____   GW Address: _____
(Print)

Email: _____   Phone: _____

Dept. Chair Approval: _____   Date _____

SPA Approval: _____   Date _____
Sponsored Project Administrator

Cost-sharing Unit Approval: _____   Date _____

Required attachments: Award letter, Payment characteristic checklist (If award includes a stipend); Tax Implications and Reporting Requirements of Payments to International **OR** Domestic Students; and the Fellowship Acceptance form.

After all required approval signatures have been obtained, please return to the PI who can then send the student the award letter.

After the student has returned the Fellowship Acceptance form, attach a copy of the Fellowship Acceptance form to this form (previously completed and approved) and forward to the Sponsored Research Tuition Fellowship Coordinator who will enter tuition data into Banner. If a stipend is part of the award, submit stipend request via EAS/SMA.