Summer Research Grant

The UTEP Graduate School 2019 Summer Research Grant assists doctoral students with general expenses and tuition while conducting research or writing for their dissertation. Graduate programs nominate students for this competitive opportunity; the Graduate School provides awardees a $3,000 stipend and $1,000 towards summer tuition. A faculty mentor must commit to supervising the student's summer work, which may or may not contribute to that faculty member's research program. We thank the Office of the Provost and the Division of Student Affairs for its contribution to this award. The nomination deadline is April 20.

Eligibility:
- Nominees must be enrolled in a UTEP PhD, EdD, or MFA degree program and show progress toward the degree.
- Nominees must have financial need during the summer (approximately June 1 – July 31).
- Stipend must be used for living expenses or research travel costs.
- Awardees must enroll in at least 3 hours of summer graduate coursework.
- Awardees must comply with UTEP research and, if relevant, travel protocols.

How to Nominate:
The graduate program director or coordinator submits a complete nomination form by the given deadline in order for the request to be considered (www.utep.edu/graduate/funding). Each program may submit a maximum of two nominations. The fields on the web-based nomination form include:
- Student's information (including 800#);
- Mentor's information;
- Brief description of work to be completed in the summer, connecting it to degree completion (1,000-character limit);
- Brief justification of need for institutional support (500-character limit);
- Course(s) in which the student plans to enroll; and
- Certification of the faculty member’s willingness to mentor the student toward completion of the described work.

Selection:
The Dean of the Graduate School will award nominees demonstrating the highest quality and the greatest need for funding. Among nominations of similar quality, preference will be given if:
- The applicant has not been funded previously by the Graduate School;
- The applicant is a full-time student; and/or
- The applicant has participated in the Graduate School's Professional Development programming.

Notification of Nomination Status:
The Graduate School will notify nominees whether or not they have received the Summer Research Grant. Thank you for your patience during the review process.
Instructions If Awarded a Summer Research Grant:
The Graduate School will make every effort to disburse the stipend and tuition awards by the
Summer 1 payment deadline (June 12). The student, nevertheless, must make appropriate
arrangements to pay any summer tuition and fees by the deadline. If the recipient has an
outstanding balance, the award may go to those debts before any issuance of any
reimbursement.

Information for Graduate Students Traveling:
This award may be used to support summer travel for dissertation research. There are very
specific travel policies that UTEP employees and students must follow in order to comply with
state-wide regulations. Before you travel, it is extremely important that you contact your
department's administrative assistant to learn about the proper process for arranging your travel.
- It is especially important that you complete the Travel Authorization form before the trip
and keep any receipts, even if you are paying out of pocket with Summer Research Grant
money.
- You may use Summer Research Grant funds to purchase flights through the approved
vendor.

Note on Required Enrollment
Winners of this award are required to enroll in at least 3 credit hours during the summer, and the
Graduate School will proportion $1,000 toward that cost. Students receiving financial aid and/or
those who have federal student loans should note that 6 credit hours is considered full-time
enrollment in the summer. Enrollment at full time (or equivalent) in the fall semester will
regularize the student status, but students should review their financial aid situation carefully.

Please direct questions regarding the disbursal or management of funds to:
Ms. Laura Fernandez
Graduate School Administrative Assistant
lfernandez4@utep.edu
(915) 747-8625

Mr. Fabian Villanueva
Director of Administration, Graduate School
fvillanueva2@utep.edu
(915) 747-8989

Please direct questions about the Summer Research Grant nomination process to:
Dr. Aaron Waggoner
Assistant Director for Professional Development & Support
jawaggoner@utep.edu
(915) 747-5777