


January 16, 2015

MEMORANDUM

TO: Peabody Ph.D. Students, Graduate Faculty, and Administrative Officers

FROM: Camilla P. Benbow   
Patricia and Rodes Hart Dean of Education and Human Development

RE: Student-Initiated External Fellowship Funding for Ph.D. Students

At the time of acceptance to Peabody College, each Ph.D. student receives a letter outlining terms of their support (hereinafter called the "original award"). Students are encouraged to apply individually for external funding to support their own programs of research and to garner the recognition that such awards bring. Peabody College wants to encourage these professional activities as it enhances the career development of its students.

If a student is successful in securing their own (i.e., not through a faculty member's grant) external (non-Vanderbilt, third party sponsored) funding in the form of a grant or fellowship (hereinafter called simply the "external fellowship"), the following policies will apply and supersede the terms of the original award, as long as the original award period has not expired:

STIPEND

If the external fellowship includes a stipend that is greater than or equal to the original award stipend\*, the student receives the entire external fellowship plus a one-time \$5,000 service-free stipend.

If the external fellowship includes a stipend that is less than the original award stipend\*, Peabody College will make up the difference so that student experiences no loss in support. This shall remain in effect for the duration of the original award period or the fellowship period, whichever expires first. In addition, the student will receive a one-time \$5,000 service-free stipend.

TUITION

If a student receives external fellowship funding for tuition that is less than full tuition at the Vanderbilt Graduate School, Peabody College will contribute the difference.

OTHER EXPENSES

If the student receives external fellowship funding for "other expenses," including but not limited to health insurance, student fees, professional development, or other programmatic costs, those costs should be charged to the fellowship where feasible. Students who receive such funding should confer with their Administrative Officer in order to determine the most appropriate funding source for these costs.

This policy supersedes and clarifies a number of points in the previous policy, issued August 15, 2011, and is effective immediately but does not alter previous commitments to students with ongoing awards of this type.

Interpretation of this policy will reside with the Dean's office, and all student compensation is subject to approval by appropriate Dean's office personnel.

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\*For purposes of this policy, "original award stipend" is inclusive of all payroll and service-free stipend commitments included in the original award. These may be variously referred to in the original award as graduate assistantships, graduate traineeships, graduate honor scholarships, top-off awards, or similar language. They are distinguished from tuition remission, health insurance, and other forms of support in that they are generally paid to the student in the form of a payroll check or a service free stipend check.