

GSE Tuition Waiver Policy & Allocation Process

For admission and recruitment, the Dean's office has set aside a portion of money for student financial support. These dollars may only be used for tuition waivers and come with no expectation of work in exchange for the money. These awards, formerly known as the Dean's scholarship for diversity and excellence, will now be known as the Dean's scholarship for academic & inclusive excellence.

There are three different pathways to request waiver dollars:

1. Program requests
2. Individual faculty recommendations
3. Student requests

1. Program requests

Program directors may appeal to department chairs for a particular number of waivers at a particular rate. For example, Program A knows it can recruit 5 international students by providing \$5000/yr to each student in waiver money. If the department chair finds the request reasonable s/he requests that the funds be encumbered. This request is made to Kristine Mariglia by way of the *Tuition Waiver Request Form*. Requests for program dollars MUST be made by **December 10th**. Kristine will notify departments how much has been allocated to the program prior to winter break.

2. Individual faculty requests

After review of files, faculty may wish to recommend a particular student. Faculty will provide a brief letter of support to their respective department chairs who will determine which names and what dollar amount request should be forwarded. Requests will be forwarded to the scholarship and awards committee. (see below)

3. Student requests

Students indicate on their application whether they would like to be considered for scholarship dollars. Any student who indicates they want to be considered for financial support will have their application automatically forwarded to the scholarship and awards committee.

Process:

Scholarship and Awards committee will meet the first week of February, March, and April to identify qualified students for waiver dollars. Waiver dollars will be disbursed in the following priority order:

Office of the Dean

367 Baldy Hall, Buffalo, NY 14260-1000
716.645.6640 (F) 716.645.2479
gsedean@buffalo.edu
www.gse.buffalo.edu

February 1-8: Program waivers that have been designated for committee allocation;
faculty nominations/endorsements of students

March 1-8: Program waivers that have been designated for committee allocation;
faculty nominations/endorsements of students

April 1-8: Student self-nominations (and unused funds from Feb. 1, March 1)

After April 15: In the event that waiver monies are still available, the committee will
convene one last time for final allocations.

Scholarship and Awards committee will determine and define excellence
Masters and PHD students eligible (priority to PHD students) but all students must be
willing to study full-time
Funds are not recurring and are only guaranteed on an annual basis

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