

## MEMORANDUM

TO: Directors of Graduate Studies and Fellows:  
Cralle, Dissertation Year, GSAY (Graduate School Academic Year),  
James Still, Jeffrey, KOF, Multi-Year, NSF, Presidential, RCTF,  
Wethington, Women's Fellowships

FROM: Pat Rowland  
Graduate School Fellowship Office

DATE: April 8, 2004

RE: Summer Option Forms for 12-Month Fellowship Recipients

Each spring, the Fellowship Office sends DGSs a list of fellowship recipients for whom the Summer Option Verification Form needs to be completed. The list includes all fellows whose fellowship term extends beyond the end of the spring semester. Please complete a summer option form for each fellow listed on the report and return them to the Fellowship Office, 365 POT, 0027, by April 28.

This information is important to the Fellowship Office for the following reasons:

- 1) students' stipends cannot continue into the summer months without verification of academic summer activities;
- 2) this will serve as notification to the Fellowship Office which students have summer tuition scholarship needs.

Please note that 12-month fellows **are not required** to take summer course work, but are required to be engaged in academic activities in order to receive a stipend during the summer months. Thank you for your attention to this matter. Please let me know if you have questions.