



INDIANA UNIVERSITY
THE UNIVERSITY GRADUATE SCHOOL

**The Adam W. Herbert Ph.D. and Master's
Fellowships**

The Adam W. Herbert Graduate Fellowship was created through an endowment from the President's Fund for the purpose of supporting graduate study at Indiana University for graduates of Historically Black Colleges and Universities (HBCUs). This endowment reflects the strong commitment of Indiana University's 17th President, Adam W. Herbert, for enhancing opportunities for underrepresented students and increasing diversity of the graduate student body, especially in the fields of science, technology, and mathematics. The fellowship will be awarded each year to students who demonstrate strong academic excellence, high potential for success, and a commitment to the graduate study in the sciences.

Eligibility criteria:

1. Nominees must be **graduates of an HBCU** (for a list, see <http://www.ed.gov/edblogs/whhbcu/one-hundred-and-five-historically-black-colleges-and-universities/>) and a U.S. citizen or permanent resident. International students are not eligible.
2. Nominees must be **new students** proposing to enter a **Ph.D. or Master's program in a science, technology, or mathematics discipline**. Current IU graduate students are only eligible if they are newly applying to a Ph.D. or Master's program.
3. Nominees should have outstanding academic backgrounds and excellent chances of obtaining their doctoral or master's degree. An **undergraduate GPA of at least 3.5** is strongly recommended, but post-baccalaureate coursework and other relevant experience will also be recognized.
4. **Students must be nominated by their departments/schools**. In nominating the student, the department agrees to support and to train that student, and to encourage the student's participation in campus-wide mentoring activities, as appropriate. Departments must also agree to ensure that graduate scholarship recipients do not accept other graduate scholarships or employment during the period of funding, and to submit an annual progress report on behalf of the student.

Stipend and Benefits (see following pages for typical funding outline):

1. The Fellowship is a stipend only. The Herbert Ph.D. Fellowship is a four (4) year award with a stipend of \$25,000 per year. The Herbert Masters Fellowship is a two (2) year award with a stipend of \$10,000 per year. Stipend and health insurance are provided by the University Graduate School.
2. The nominating department, School, or College agrees to provide tuition.
3. Funds for a **recruiting visit** to Bloomington are included to those who are offered the Herbert PhD Fellowship.
4. Opportunity to participate in mentoring workshops in the Graduate Mentoring Center and the IUPUI Preparing Future Faculty and Professionals program.
5. Herbert Ph.D. Fellows will receive support to attend the Institute for Teaching and Mentoring, up to three years (value: \$11,250/3 years; and \$3,750/year).
6. Herbert Ph.D. Fellows have the possibility for expenses to be paid to participate in one of the semester-long activities sponsored by the National Center for Faculty Development & Diversity (value: \$3,250).

Adam W. Herbert Ph.D. Fellowship

Year 1	Department/School/College Tuition remission of up to 30 credit hours	University Graduate School Fellowship with no SAA duties. Stipend award of \$25,000, plus subsidized health insurance. Travel award to attend Doctoral Scholars Program's Institute on Teaching and Mentoring. Value: \$3,750.
Year 2	Department/School/College Tuition remission of up to 30 credit hours	University Graduate School Fellowship with no SAA duties. Stipend award of \$25,000, plus subsidized health insurance. Travel award to attend Doctoral Scholars Program's Institute on Teaching and Mentoring. Value: \$3,750.
Year 3	Department/School/College Tuition remission of up to 30 credit hours	University Graduate School Fellowship with no SAA duties. Stipend award of \$25,000, plus subsidized health insurance.
Year 4	Department/School/College Tuition remission of up to 30 credit hours	University Graduate School Fellowship with no SAA duties. Stipend award of \$25,000, plus subsidized health insurance. Travel award to attend Doctoral Scholars Program's Institute on Teaching and Mentoring. Value: \$3,750.

The student 1) will be responsible for paying mandatory fees; 2) agrees not to accept other graduate scholarships or employment, and 3) agrees to meet with deans in the University Graduate School during the term of the fellowship.

The department will encourage the student to participate in University Graduate School mentoring activities through the Graduate Mentoring Center that are both relevant and appropriate to their career aspirations and will submit an annual report on behalf of the student, summarizing their progress towards the degree.

Adam W. Herbert Master's Fellowship

Year 1	Department/School/College Tuition remission of up to 24 credit hours	University Graduate School Fellowship with no SAA duties. Stipend award of \$10,000, plus subsidized health insurance.
Year 2	Department/School/College Tuition remission of up to 24 credit hours	University Graduate School Fellowship with no SAA duties. Stipend award of \$10,000, plus subsidized health insurance.

The student 1) will be responsible for paying mandatory fees; 2) agrees not to accept other graduate scholarships or employment, including Student Academic Appointments, and 3) agrees to meet with deans in the University Graduate School during the term of the fellowship.

The department will encourage the student to participate in University Graduate School mentoring activities through the Graduate Mentoring Center that are both relevant and appropriate to their career aspirations and will submit an annual report on behalf of the student, summarizing their progress towards the degree.

Nomination Materials

CONFIDENTIALITY – Each nomination is confidential and will only be viewed by the selection committee and by the professional staff who administer the awards.

The Chair of Graduate Admissions, Director of Graduate Studies, Departmental Chair or Associate Dean of Graduate Studies should complete and submit the following for each student nominee (**no more than 3 nominees per department**)

1. Secure approval from their Dean of Graduate Studies (i.e. School of Education, School of Optometry— dean’s approval is not required for programs in the College of Arts and Sciences).
2. **Rank your department’s nominations** with #1 being the strongest candidate for the award(s) for which each student is eligible. These nominations should be listed on the Nomination and Ranking Form included with the general guidelines for recruitment awards.
3. A **complete copy** of the student’s application for admission to Indiana University. Applications must include:
 1. Application form
 2. Statement of purpose
 3. Recommendation letters
 4. Transcripts and official GRE test scores
 5. McNair Scholars certification (if applicable)
4. A brief **supporting statement** (no more than 2 paragraphs) explaining: a) why this candidate is outstanding; b) how well matched the candidate’s interests are to the strengths of the department; c) how the department recruited the student (how much contact and by which faculty); d) the likelihood the candidate will choose IU over competing offers. (Please consider this last point carefully, as it is not beneficial to make award offers to students who are unlikely to accept the award and attend IU.)
5. A brief **funding statement** (1-2 paragraphs) describing how the department plans to fund students in the years in which they are not receiving fellowship funds. This should include anticipated stipend amounts for SAAs, any available funding for further fellowship years, possible funding from the school/college, potential travel funds, and/or available funding through training or research grants. Please keep in mind that whatever funding the department provides must cover health insurance and a fee remission. When considering funding students in future years, 3-year packages should be developed for incoming M.F.A. students, 4-year packages for Ph.D.-seeking students entering with a Master’s degree, and 5-year packages for Ph.D.-seeking students entering with a bachelor’s degree. **Please see below for the typical funding templates for these awards.** The same funding outline may be used for each application, but please include it with each nomination packet.
6. A brief **department diversity statement**, describing the department’s current diversity and any initiatives to increase recruitment and retention of a more diverse graduate student population. Each statement should be tailored to the particular fellowship the nomination is for. For example, what efforts has the department made to identify and to recruit members of underrepresented groups? What mentoring activities, professional skills training, and career development opportunities will be available to the student in your department?
7. Adam W. Herbert Fellowship **nomination form** (see below)

Departmental nominations for Recruitment Awards must be submitted online through as one pdf per student through the UGS Fellowships & Awards Canvas course no later than 4p.m. on the deadline (<https://iu.instructure.com/courses/1630134>). To be added to the Canvas course, please send your IU username and department name to ugsawrd@indiana.edu.



INDIANA UNIVERSITY
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The Adam W. Herbert Graduate

Fellowship Application

**Note: This form is a fillable pdf*

Name and Title of Nominator: _____

Nominator's Campus Address, Phone Number, and Email Address:

Student's Name: _____ IU ID Number: _____

Student's Mailing Address: _____

Student's Undergraduate Institution: _____

Student's Proposed Major/Department: _____

Student's Email: _____

IU Campus: _____

Please mark the student's status:

Doctoral applicant: _____ Master's applicant: _____ Current student: _____

Date student will begin graduate studies at Indiana University:

Month: _____ Year: _____

Nomination Process: Departments should please refer to the Guidelines document in the Files section on the UGS Fellowships & Awards Canvas course. Departmental nominations for Recruitment Awards must be submitted online through as one pdf per student through the UGS Fellowships & Awards Canvas course no later than 4p.m. on the deadline (<https://iu.instructure.com/courses/1630134>).

To be added to the Canvas course, please send your IU username and department name to ugsawrd@indiana.edu.