



**FLORIDA STATE UNIVERSITY
LEGACY FELLOWSHIP
APPLICATION GUIDELINES
2016-2017**

1. **Number/Type of Awards:** Up to **FIFTEEN** new multi-year awards.
2. **Eligibility:** For any newly-admitted FSU Doctoral or MFA student. Please see the list of eligible MFA major names below. If an applicant is accepted in a major that requires a master's degree prior to entrance to a doctoral program, the student must complete the master's degree prior to applying to this fellowship. NOTE: Newly admitted for purposes of this fellowship application shall mean entrance in the Fall or Summer 2016 semesters. An applicant will only be considered eligible if they enter in the Summer semester if that is when the program begins a cohort. If students start in the Summer, funding will not commence until Fall 2016.
3. **Tenure/Terms of Award: 9 months** (no summer funding), guaranteed for up to **five** consecutive academic years for doctoral students and for up to **three** consecutive academic years for eligible MFA students. No reapplication necessary, but the student must remain in good academic standing (3.3 GPA per semester), remain in good employment standing in 0.5 FTE assistantship, and register for a minimum of 9 credit hours per semester. Fellows must participate in the Fellows Society each year, and are expected to interact across disciplines whenever given the opportunity.
NOTES: 1) Minimum credit-hour exceptions apply to select departments and other special circumstances with departmental and/or college and the Graduate School (Dean) approval. **2)** The Graduate School will not provide support to a Fellow beyond the semester in which they have met all of the requirements of graduation even if they have time remaining in their fellowship period.
4. **Award Amount: \$10,000** fellowship per year (funded by the Graduate School) as a supplementation to a 0.5 FTE assistantship provided by the Fellow's College/Department.
5. **College/Departmental Commitment:** College/Department must **commit to guaranteed funding for an assistantship, stipend, and waivers at award levels determined by the college/department for all years of the fellowship.**
6. **Employment:** Fellows will receive a 0.5 FTE departmental assistantship that may require them to assist in research, teaching, and/or professional duties.
7. **Tuition Waivers:** In-state and applicable out-of-state waivers will be covered by the College/Department of the Fellow.
8. **Health Insurance:** The fellow will receive the health insurance subsidy in accordance with their FTE.
9. **Fellowships are awarded by the Graduate School for study in a specific department based upon nominations received from departments, and are non-transferable.**
10. **International Students:** Applicants must have a minimum score of 80 on the TOEFL exam, and a minimum score of 26 on the Speaking portion of the TOEFL if the duty appointment will be a teaching assistantship at the time of application to be eligible for the fellowship.
11. **Other Fellowships:** This fellowship cannot be held with any other Graduate School administered fellowship. External fellowships will be considered on a case by case basis and it is the student's responsibility to notify the Graduate School before accepting any offer.

NOTE: All Graduate School Fellowships are subject to the availability of funding each year.

****Only Fine Arts academic plans associated with one of the following major names below are eligible for this fellowship.**

| College | Major Name |
|---------|-----------------------------|
| MP | Motion Picture Arts |
| MP | Motion Picture Arts-Writing |
| MU | Music Theatre - Music |
| VA | Studio Art |
| VA | Graphic Design |
| VA | Arts Administration - Art |
| VA | Interior Design |
| VA | Interior Design/MFA |
| VA | Dance |
| VA | Costume Design |
| VA | Acting |
| VA | Directing |
| VA | Lighting Design |
| VA | Scenic Design |
| VA | Technical Production |
| VA | Theatre Management |

Application Submission Instructions

If you are a potential applicant and would like to be nominated for this fellowship, please contact your academic unit.

The Graduate Schools' online application system will be utilized for this fellowship.

Step 1) This fellowship will begin with the nomination of a student by the academic unit that has admitted the student, or will admit by the endorsement deadline. To nominate a student the department will click on the following link and enter in your FSU log-in information:

<Nomination URL Not Privy To Students>

Please complete the nomination form following the instructions in the form. Please note that the department will need the student's contact information and FSUID for the nomination process, and the ranking of applicants will NO LONGER be done at the nomination phase, but rather the endorsement phase in Step 3 below.

Please note the department will need the following to complete the nomination form:

- a. The Employee ID of the student (example: 200011111); and

The nomination from the Department is due January 20, 2016.

Step 2) After the department has submitted the nomination, the student nominated will be sent an instructional email that will allow them to complete and submit their application online.

Please note the student will need the following to complete the application form:

- a. Knowledge of the degree in which you are seeking, the College and Department it is in; and
- b. Entrance test score information (both cumulative and by section); and
- c. Academic history (example: degrees earned); and
- d. Scholastic honors received (if applicable); and
- e. Funding offers (including assistantships); and
- f. Leadership and Service Activities; and
- g. Publications and presentations (if applicable); and
- h. List of educational goals; and
- i. List of career goals; and
- j. Research activities; and
- k. Resume*; and

- l. Undergraduate transcript*; and
- m. Graduate transcript* (if applicable); and
- n. Statement of Goals*; and

*= must be in electronic format for attaching to the application

The deadline for the student to submit is February 3, 2016.

Step 3) After the application has been received, the academic unit will be sent an email with a specialized URL for endorsing the student's application.

Please note that the department will need the following to complete the endorsement form:

- a. The decision if you want to submit the student for final processing; and
- b. The amount of the stipend offer of the student.
- c. The Minority/Non-Minority ranking of the student.

The deadline for departments to submit the endorsement is February 24, 2016.

Step 4) The Graduate School will review and rank applications and will make offers in early to mid-March.

For questions regarding this fellowship, please contact Brian Barton or David Beck in The Graduate School, 314 Westcott Building. Phone 850-644-3501, Fax 850-644-2969, or via email at (GS-Legacy@admin.fsu.edu).