To: Graduate Program Directors, Department Heads, and College Deans

From: Carol Shanklin, Dean of the Graduate School

 Sunanda Dissanayake, Associate Dean of the Graduate School

Date: September 21, 2018

Subject: Spring 2019 Recruitment Weekend Funding Announcement

It is our pleasure to announce a funding opportunity provided by the Graduate School designed to facilitate the doctoral recruitment efforts in programs across campus.

Top doctoral students are a prized resource in higher education, and the recruitment of these students occurs most productively when pursued collectively. Moreover, recruitment does not end when students are admitted; in fact, in some ways this is when recruitment really begins. It is our experience that “recruitment weekends” are one of the most effective graduate recruitment strategies. Prospective graduate students enjoy seeing the campus, meeting with graduate faculty, visiting with current graduate students, and meeting each other.

With these facts in mind, we are offering a funding opportunity to assist programs desiring to bring admitted doctoral students to campus for a spring 2019 visit. The Graduate School will fund a limited number of graduate programs **up to $5000.** To receive the maximum award**,** a program must have 10 or more admitted doctoral students participating in the event. Programs that plan to bring fewer than 10 students to campus would request funding of up to $500 per student. Programs will be expected to make the travel arrangements and provide any additional funding necessary to support activities. Funding will be provided for doctoral applicants.

Deadline for submission of the attached application form is **8 am, Monday, November 12, 2018**. In addition to the application, programs must submit a sample itinerary for the visitation and estimate of projected expenses. Application materials should be submitted electronically to **sunanda@ksu.edu**. Funding decisions will be made on or before December 3, 2018.

The group visit must be completed by **March 30, 2019**. A debriefing report must be submitted by **April 19, 2019** detailing the expenses, activities, and effectiveness of the visit.

Please contact Dr. Carol Shanklin or Dr. Sunanda Dissanayake (532-6191) if you have questions.