

# K-State Graduate School

## Weekly Newsletter

### **Week of August 1-5, 2016**   **Events and Deadlines**

*This weekly newsletter is sent out to dept. heads, graduate program directors and contact staff, and graduate faculty.*

### **Admissions**

#### **International Student Financial Affidavit and Assistantship forms updated**

Effective July 21, 2016 the amounts on the Financial Affidavit and Assistantship Forms have been changed to reflect the new amounts for 2016-2017. The updated Financial Affidavit is located on the Graduate School website and the Assistantship form is live on our secure website with the new amounts.

#### **Deferring International Applicants**

When deferring an international applicant's term please send an updated assistantship form located on the Graduate School secure website. If the applicant is self funded, please request a new financial affidavit and bank document. We are unable to use the original documents submitted by students and departments that have been admitted because of the increase in funding amounts that went into effect July 21, 2016. Either the assistantship form or financial affidavit and bank document should occupy an e-mail to [Teresa Baughman](#) when requesting deferral.

### **CollegeNET**

#### **Awaiting Admission Decision folder in CollegeNET**

Most of you have noticed that in CollegeNET there is an "awaiting admission decision" folder. This folder is used to help keep your ready for review folder clear after a recommendation is made, essentially it is a holding folder until departments archive. We have decided to phase out this folder because it causes much more confusion than it helps. *This means all programs will have a top folder that houses all applications that have not been archived (submitted applications) and a ready for review folder that houses the applications that are ready for evaluation and a recommendation.* Please let [Camila Haselwood](#) know if you have any questions.

## **Archiving Old Applications in CollegeNET**

If you would like to archive any applications in your CollegeNET folder please e-mail [Camila Haselwood](#) and note which semester and term you would like archived. We highly advise programs go through all old applications dated 2014 and 2015 that do not have a recommendation made and make a recommendation of **deny or applicant withdrawal** in CollegeNET. Both of these years are past the application fee term, application fees are good for one year.

## **Graduate Student Opportunities**

### **[Fall 2016 Graduate Student Welcome and Orientation Activities](#)**

The Graduate School and other campus partners will host welcome and orientation activities for new and returning graduate students enrolled in Manhattan campus graduate programs during the week of August 17. Advanced registration is requested by August 12. We appreciate your assistance with promoting these activities to new and returning graduate students in your program. Orientation videos also are available for Global Campus students under the Graduate School's 'Transitioning to K-State' website.

### **[Plan ahead for fall graduate student award deadlines](#)**

Graduate programs are encouraged to nominate outstanding graduate students for the [GSC/MAGS Awards for Graduate Student Teaching Excellence Award](#) and for the [MAGS/ProQuest Distinguished Thesis Award](#). Both of these awards have nomination deadlines in September. The summer is a great time for programs to identify nominees and begin working on nomination materials. Also be sure to check-out other graduate student award opportunities available throughout the year.

### **[Save the date for 2016-17 GSC Research Forum events](#)**

Three graduate student research forum dates have been set for the up-coming academic year. We encourage graduate students to participate and present their research or scholarly work to gain experience articulating their research to the public, be critiqued by others and be able to respond to the critique.

**KANSAS STATE**  
UNIVERSITY

Graduate School  
103 Fairchild Hall

785-532-6191  
[grad@k-state.edu](mailto:grad@k-state.edu)  
[k-state.edu/grad](http://k-state.edu/grad)