

To: Graduate Program Directors and Department Heads  
From: Carol W. Shanklin, Dean of the Graduate School  
Date: January 2, 2019  
Subject: Timothy R. Donoghue Graduate Scholarship Program

I am pleased to announce that the Graduate School is accepting nominations for the Timothy R. Donoghue Graduate Scholarships for the 2019-2020 academic year. This scholarship program was initiated by Timothy Donoghue, former Graduate School dean, as a way to recruit top candidates throughout the United States to K-State graduate programs by offering graduate assistantship packages that are highly competitive. Donoghue Scholarships enhance the maximum package a graduate program can offer to top candidates, making the total package a partnership between the graduate program and the Graduate School. Funding is available for the 2019-2020 academic year to support a maximum of **10 masters and 20 doctoral applicants**. The scholarship is renewable for a second academic year.

#### **ELIGIBILITY REQUIREMENTS:**

- US citizens and permanent residents applying to a master's or doctoral degree program at K-State.
  - *Admission recommendation must be submitted to the Graduate School prior to consideration of nominee.*
  - International students are NOT eligible.
- Students must be appointed on a .5 FTE assistantship each semester the scholarship is effective. The nomination form must indicate the amount of the assistantship and whether tuition is provided. The amount of the stipend cannot be decreased if the student is selected for a Donoghue Fellowship and during the time of the award.

#### **FUNDING GUIDELINES:**

- Funding will be limited for each graduate program. Please provide **strong** and detailed justification for each applicant and rank candidates if submitting multiple nominations. No more than six applicants can be submitted and ranked. Detailed information is required in order for the most outstanding applicants to be selected.
- Master's students are eligible to receive a \$3,000 scholarship per academic year. Scholarships are renewable for a second year upon re-nomination by the graduate program and meeting the guidelines noted below.
- Doctoral students are eligible to receive a \$5,000 scholarship per academic year. Scholarships are renewable for a second year upon re-nomination by the graduate program and meeting the guidelines noted below.

## **NOMINATION PROCEDURES:**

- Submit nomination form to [donoghuescholarship@ksu.edu](mailto:donoghuescholarship@ksu.edu) including a strong and detailed justification for the nomination by **February 15, 2019**.
- Nominations will be reviewed after the February 15<sup>th</sup> deadline. **Due to limited funding, scholarships will be very competitive (10 master's students and 20 doctoral students).** Decision notifications will be sent the week of February 25 – March 8, 2019.

## **SCHOLARSHIP PROCEDURES:**

- The student will be notified via email the week of February 25 – March 8, 2019 upon approval of the scholarship. The nominating graduate program will be copied.
- Students should notify the Graduate School and nominating graduate program whether they wish to accept or decline the scholarship by April 1, 2019. Failure of the recipient to notify the Graduate School via email by April 1 will result in the scholarship being awarded to another applicant. Due to the limited number of Donoghue scholarships available, the scholarship cannot be deferred to another semester. All scholarships will begin Fall semester.
- One-half of the scholarship will be disbursed at the beginning of the Fall and Spring semesters respectively. The scholarship will be paid as part of financial aid and will be disbursed via the student's KSIS account.

## **STUDENT EXPECTATION TO RETAIN SCHOLARSHIP:**

Scholarships are renewable for one additional academic year upon re-nomination by the graduate program and upon the student continuing to meet expectations as outlined below:

- Remain in good academic standing.
- Maintain at least a 3.4 GPA.
- Be appointed on a .5 FTE assistantship each semester the scholarship is effective.
- Participate in Graduate School-sponsored orientation session(s) and other activities planned for students receiving scholarships.
- Serve in leadership roles within the graduate program, academic department, and/or Graduate Student Council activities and committees.
- Participate in professional development workshops/seminars sponsored by the Graduate School and Graduate Student Council.