



## INFORMATION FOR ALL UCI AWARD RECIPIENTS

### General Conditions of Awards:

A policy condition of all fellowships is that the student recipient must maintain satisfactory academic progress and be continuously enrolled as a full-time graduate student (12 units of graduate or upper-division credit per quarter). Any change in student status which may affect this award, such as change of major, full-time to part-time enrollment changes, leave of absence, or withdrawal, should be reported immediately to the Office of Graduate Studies (OGS), extension x44611.

If a fellowship recipient is also offered assistance through the UCI Financial Aid Office, **their fellowship offer may affect that need-based award**. This typically occurs when your department makes a fellowship award to you **after** you receive your financial aid award letter. In such cases, Financial Aid awards may be adjusted to account for the total amount of support received from all University sources. It is important that you communicate with your department if you are receiving both financial aid and fellowship support. It is especially critical that you discuss, with the UCI Financial Aid office, any impact on your Grant-in-Aid or loan awards you have received if you later are notified of new fellowship support.

All domestic fellows are required to complete the *Free Application for Federal Student Aid (FAFSA)*. Please do so immediately. Immediate action is required in order to enable the Office of Graduate Studies to process fellowship stipend checks and/or fee, tuition fellowships. Students are recommended to expedite this process by filing their FAFSA on-line at [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

Fellowship recipients awarded a stipend, and who are nonresident aliens, must submit to Fellowship Analyst Roshita Tolani (ZotCode#: 3180) in the Office of Graduate Studies a *Fellowship Information Form* plus additional tax-related documents, before a stipend check can be issued, (available at the Office of Graduate Studies, 120 Administration).

All students are required, by the IRS, to report stipend payments not used for fees, books, supplies, or equipment required for courses, as income for tax purposes. At this time, UCI is not required to provide U.S. citizen and permanent resident students with an end of the year statement of fellowship income comparable to the W-2 used for reporting employment income. Students who are nonresident aliens will receive a statement of fellowship income and withholding for tax reporting purposes. Their stipends may be subject to federal income tax withholding depending on applicable law. Please refer to: <http://www.rgs.uci.edu/grad/finance/tax.htm> for more information.

### Special Message: Tuition Fellowship Recipients

Domestic Nonresidents: If you are a U.S. Citizen or Permanent Resident, you may attain California residence (for tuition purposes) under certain conditions. If you have been a legal resident of the State for at least one year by the opening of any quarter, you should contact the Residence Deputy in the UCI Registrar's office to request reclassification as a resident. For more information, please refer to the Registrar's web site, at [www.reg.uci.edu/registrar/residence/directory.html](http://www.reg.uci.edu/registrar/residence/directory.html). If you are eligible for CA residency, UCI expects that you will submit the required paperwork with the UCI Residence Deputy after one year; UCI will not provide "tuition" fellowships to domestic students.

Foreign Students: For foreign students who cannot qualify for California residency, you may be nominated for and receive a Tuition Fellowship for up to six years. Tuition support beyond the fourth year may be awarded **only** if a student has formally Advanced to Candidacy for the Ph.D. No tuition support may extend beyond six years. Renewals of awards are subject to the availability of funding and are not automatically granted.