



MEMORANDUM

FROM: Keith Hamm, Director of Graduate Studies, Political Science
TO: Political Science Faculty and Graduate Students
DATE: August 8, 2018
RE: Criteria for Department Summer Funding

Current students in good standing are eligible for summer funding from the Department of Political Science as research assistants for faculty. Unless other arrangements are made with the Director of Graduate Studies, the Director of Graduate Studies will assign each student to work under the supervision of a faculty member during the summer. Students will receive \$3000 as part of their summer research assistantship. Students are expected to work 80 hours, allocated according to their supervisor.

Students may also make arrangements with faculty to earn additional pay from individual faculty members to work as research assistants. Any such arrangements will be made directly with the faculty member providing the source of these summer funds.

Additional funds may be available to be granted on request. Applications for additional departmental funding may be related to activities benefiting training and research progress, including but not limited to summer courses and research travel expenses. The final decision to award additional funding will be made by the Director of Graduate Studies, who will seek the advice of the Graduate Committee concerning the quality of the proposals. Total funding awarded in a given summer will depend on the funds available and the quality of the proposals received. The deadline for requests for additional summer funding will be announced during the Spring semester each year.

The Graduate Committee may require this student to produce documentation indicating his/her success in accomplishing the goals set out in any additional funding request (e.g., a transcript, graded assignments, a program certificate, etc.). If the committee is unsure from the written report if the student completed the appropriate training/research successfully, the committee may request more information from the student or the dissertation advisor, either orally or in writing.

If the current Graduate Committee members decide that the student has not fulfilled his/her summer commitment to training/research, the student will be ineligible for *any* non-stipend department support for the next summer or the next academic year (including, for example, travel funding for conferences).