

From: ["Lynne Prost" via ls_gradcoords](#)
To: ls-chairs-all@g-groups.wisc.edu; ls-dept-admins@g-groups.wisc.edu; ls_gradcoords@g-groups.wisc.edu
Subject: [L&S Grad Coords] Resources for Graduate Fellowship Administration
Date: Friday, February 17, 2023 9:15:00 AM

TO: L&S Department Chairs, Directors, and Administrators; L&S Graduate Coordinators

ACTION REQUESTED: Share the information below with anyone in your department who works with graduate fellowships

CONTACT: funding@grad.wisc.edu

Dear colleagues,

The information below was recently sent out by the Graduate School. I am amplifying the message because we know that graduate fellowships are often confusing for L&S staff.

The Graduate School has updated and expanded its guidance on the processes for the administration of fellowships. This document, formerly called the "Internal Fellowship Process," can be accessed at <https://kb.wisc.edu/grad/99717>

In addition to step-by-step guides to administering internal and external fellowships, this document now includes answers to common topics such as:

- Is It a Fellowship?
- Internal vs. External Funding
- Who Administers the Fellowship?
- Components of a Fellowship
- Links to Offer & Confirmation Templates

Please continue all fellowship-related communication through funding@grad.wisc.edu.

Best,
Lynne

Lynne Prost, PhD
she/her/hers
Assistant Dean for Graduate Student Academic Affairs
College of Letters & Sciences
University of Wisconsin – Madison
608.265.0459 | lprost@wisc.edu

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