Graduate School Online Awards System Tutorial:
OGS University Graduate Continuing Fellowship Nominations
STUDENT’S PORTION

For questions, contact:

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Dear Student Name,

You are being considered for a GS Named Continuing Fellowship 2015 - 2016. As part of the nomination consideration process, you are being asked to supply information and supporting materials. Supporting materials can be filled out at the following URL:

https://.....................

All nomination materials must be completed and submitted to The Graduate School by Deadline Date but some departments or programs may have an earlier deadline for their internal review.

Contact your graduate coordinator or graduate adviser for more information about your department's nomination procedures and expectations.

Thank you and good luck!

Sincerely,

Elizabeth M Korves
Assistant Fellowship Manager
The Graduate School

The student will receive an email similar to above with a live link which will take the student to the nomination page.
Student will be asked to confirm his/her information.
The student will be asked to provide contact information for up to three references. We strongly recommend listing three even though only two are required so the minimum is met even if one reference does not summit the requested letter.
After listing the references, the student selects when the system will email a request to the references and whether they waive their right to access the letters. The deadline for the reference letters is ONE WEEK LATER than the deadline for the student to complete his/her materials.
Student now lists past fellowships and awards.
On the next screen, the student enters financial information and certifies that it is accurate and complete.
Next the student provides information regarding degree sought and anticipated graduation date.
Student now uploads a CV and a Personal Statement. The Personal Statement should be no more than three pages in length.
Finally, the student certifies that his nomination is complete and correct. Then the student submits the application.