



Office of Graduate Fellowships

For Faculty and Graduate Programs:

Helping Your Graduate Students Win Fellowships, Scholarships, and Grants

Introduction

Whether you are a faculty member, a graduate program director, or a graduate coordinator, when graduate students approach you seeking advice about fellowships, scholarships, and grants it can be hard to know where to begin. The Office of Graduate Fellowships works to ease the burden of fellowship advising on faculty and staff while helping Mason graduate students find suitable funding opportunities and providing the support they need to put forth the strongest possible applications.

Informational Services: Helping Students Find Opportunities and Resources

We provide informational materials in either print or electronic form for distribution to graduate students. Consider including one or more of these flyers in orientation packets or distributing them with advising and course materials – or just keep them on hand in your office for when students drop in. The following can be downloaded from our web site or provided upon request:

- ❖ Lists of fellowship opportunities by academic field, fellowship type, and/or targeted demographic group. The Office of Graduate Fellowships will also work with you to develop new lists of fellowship and scholarship opportunities targeted at students in your field.
- ❖ Handouts featuring tips and advice on finding funding, crafting a strong application package, getting letters of recommendation, writing proposals, statements, and budgets, and more.
- ❖ Handouts with advice on specific, prestigious awards such as Fulbright, Boren, and NSF.
- ❖ Handouts with advice on planning and strategizing for fellowship applications.
- ❖ Announcements of fellowship competitions and/or deadlines posted to your program's listerv or provided for distribution via email, Twitter, or other social media.

Advising Services: Helping Students Succeed

- ❖ Encourage students to seek out the Office of Graduate Fellowships. We offer workshops on how to find funding and how to craft a strong application package, as well as one-on-one coaching, advising, and writing support.
- ❖ When you encounter talented students, suggest to them that they consider applying to fellowship competitions – be the professor who changed their life!
- ❖ Contact the Office of Graduate Fellowships to set up an info session, class visit, or workshop tailored to the needs of your program and your students.
- ❖ Contact the Office of Graduate Fellowships to set up a meeting or workshop on graduate fellowships for faculty in your program or department.