

Financial Support for Continuing Graduate Students  
Department of Art History  
University of Minnesota

When M.A. students are admitted to the program, they are provided with an offer in writing of five years of financial support, which usually takes the form of Teaching or Research Assistantships that include tuition and health care. Students entering directly into the PhD are provided with offers of three years of funding. This funding is, however, conditional, based on funding to the department from the college and students' successful progress toward degree.

Students will be supported over the period during which they take coursework (the first two years for students starting at the MA; the first year for students starting at the PhD) and during the following year in which they take their preliminary doctoral examinations and apply for dissertation fellowships.

Students are required to apply for dissertation fellowships to support the period of their field research (the 5<sup>th</sup> year for students who start at the MA or the 3<sup>rd</sup> year for students starting at the PhD). We hope that students will be supported through dissertation fellowships either from extramural sources or from one of the graduate fellowships offered through the university. The department then offers a final year of support during which the student writes the dissertation.

The department recognizes that students will not always be successful in obtaining dissertation fellowships. Should students not receive extramural funding, the department will make every effort to support them, for a limited period of time, depending on the availability of resources, after they have exhausted their promised funding. This support may take one of several forms: TAships available in excess of what is needed for other students who are within their funding period; RAships offered by individual faculty or by the department itself; available Block Grant funds that can be used as stipends to cover tuition and fees; distance learning courses, or summer classes; and positions in the Visual Resources Center. In addition, students may want to investigate extra TA positions sometimes available in other departments.

### **Teaching and Research Assistantships**

TA positions are available through funds from the College of Liberal Arts. They are heavily dependent on the enrollment figures for undergraduate courses. The department has worked with the college to take some of the unpredictability out of the situation by accepting in advance a fixed number of TA positions for a given semester. The department awards TA assignments for specific courses and sections on the basis of a variety of complex factors including the schedules of faculty and graduate students, as well as graduate students' research areas, teaching capabilities, English proficiency, and academic progress. Students who have exhausted their years of funding will not be offered TA positions unless there is a shortage of students available to teach.

RA positions are funded in a variety of ways, sometimes through the college and other times through faculty research fellowships from internal or external sources. The awarding of RA positions, which are funded by the college as a supplement to normal TA positions, is at the discretion of the chair. The awarding of RA positions supported by awards to individual faculty is entirely at the discretion of the faculty member in charge of the research, irrespective of a student's other funding or the number of years s/he has been in the program.

Each year students are required to fill out a financial aid application form, the purpose of which is to track the student's academic progress and the sources of support s/he has received in the past. There is a separate form for each year in the program, and the forms can be found on the department's website.

### **Visual Resources Center and IT Fellows**

The Visual Resources Center hires graduate students to fill staff positions responsible for scanning slides, cataloging images, maintaining the DCL database, and digitizing videos. We encourage graduate students to apply for these positions when they are advertised.

IT Fellows are hired for one or two year periods by the Office of Information Technology. Fellows serve multiple departments by offering training and assistance to faculty and TAs designed to enhance teaching through a variety of classroom technologies.

### **Conference Travel Funding**

In recognition of the importance of the intellectual exchange of ideas, every year the department awards funds to support graduate student travel to conferences. This funding comes through a combination of funds including some from the department's annual budget as well as from the College of Liberal Arts. Students may apply for up to \$450\* per student per year to support travel to a conference. Students who receive travel funds to participate in conferences are required to present their conference papers to the faculty and students of the department.

To apply for conference travel funds, submit a travel funding request form to the DGS by the announced deadline. Forms are available on the department's website. Funds will be paid as reimbursements, so you will need to file a UM-1612 Employee Expense Worksheet Form (available from the department's website) along with travel receipts.

\*If a student intends to participate in an international conference, s/he may contact the DGS or the Chair to see if additional funds are available to supplement the standard award.

### **Pre-dissertation and Dissertation Research Funding**

The department recognizes the importance of research travel for students who are developing dissertation topics, preparing to take their preliminary examinations and for those advanced PhD candidates who are working on their dissertations. Funds to support this research come from the Graduate School and the amounts awarded to the department vary from year to year.

To apply for research travel funds, submit a request form to the DGS by the announced deadline. Forms are available on the department's website. Funds will be awarded by the Graduate Studies Committee on the basis of the quality of the proposal. Worthy requests for international travel will be supported up to but not exceeding \$2,000. Requests for domestic research travel will be supported up to but not exceeding \$1,000.

Priority will be given to those applications that show a direct link between the proposed research and academic progress, and (for more advanced students) to those who can demonstrate the productive use of previous awards. The committee recognizes that proposals from students in earlier stages of the program may be more exploratory than those from advanced PhD students and will take this into consideration in its deliberations. Although priority will be given to those students who are within their funding period, if sufficient funds exist, students who are beyond their funding agreement are eligible for travel awards.

Awards will be made as scholarships in fixed sums and students can request that they be disbursed during the early summer so as not to interfere with other academic year financial aid awards.