DRAFT SEAS Ph.D. Financial Aid and Funding Policies AY2018-2019

Note: this document discusses the funding model for Ph.D. students only. It discusses financial policies and only mentions relevant academic policies when needed; detailed academic policies are discussed in the “Policies of the Committee on Higher Degrees” (CHD document).

SEAS Ph.D. funding model

The SEAS Ph.D. funding model is comprised of a variety of sources of support: SEAS support from School funds, advisor support from grants, contracts or other sources, and teaching fellowships. Some students may also have external awards that provide some or all of their support. Below is an explanation of the funding model for the “typical” Ph.D. SEAS student.

G1 year (September through May):  SEAS funds both the tuition/fees and the 9-month stipend.

G1 summer (June and July): The student is a research assistant (RA) with their faculty advisor and earns an RA salary paid by the advisor.

G2 (August through May): Each Ph.D. student is required to teach one term during the G2 year in a quarter-time (0.25 FTE, approx. 10-12 hours/week) Teaching Fellow (TF) appointment for a SEAS course or for an FAS course taught by a SEAS ladder faculty member.
   - In the term in which the G2 student is not a TF, the student is a RA with their faculty advisor; the RA salary is paid by the advisor and tuition/fees are paid for by a combination of SEAS and advisor.
   - In the term in which the G2 is a TF at 0.25 FTE, the student also remains an RA with their advisor (at a reduced effort level) salary; and tuition/fees are paid for by SEAS.

Note that for both terms, the monthly salary is the same (i.e., due to effort levels, when a G2 student is a TF, the RA salary is reduced by the TF salary such that the take-home salary remains the same).

G2 summer (June and July): The student is an RA with their advisor and earns an RA salary paid by the advisor.

G3 and beyond (August through May): The advisor fully supports the student and pays both the monthly RA salary as well as any tuition/fees. This includes summer support.

Students with advisors outside of SEAS (this information, with further details, is also in the CHD document)

For a student who cannot find a SEAS advisor and requests permission from the Director of Graduate Studies to have a non-SEAS primary advisor (from FAS, or another Harvard school, or MIT, etc.), that advisor is responsible to cover all salary and tuition/fees from the summer prior to G2 year onward. Students must still meet the TF requirement in the G2 year. Students considering this must speak with the Office of Academic Programs to ensure policy communication is made with the non-SEAS advisor. If a student has a primary advisor from outside of SEAS, a SEAS ladder faculty member co-advisor is required.

Students who are in-between advisors (this information is also in the CHD document)

Students who are in-between advisors have the length of one full term to identify a new advisor. Students are expected to find external funding or to serve as TF at a half-time (0.5 FTE) appointment for their funding in the Fall or Spring terms. The TF appointment covers the monthly salary and all tuition/fees. The monthly salary is equal to the RA salary. There are no TF opportunities over the summer and SEAS does not provide summer funding. Note that a student must be in good standing in order to qualify to serve as a TF and receive funding. Students who cannot identify a new advisor at the end of one full term will be asked to withdraw from the program based on a lack of progress to degree.

SEAS teaching requirement (this information is also in the CHD document)

All students entering the Ph.D. Program as of Fall 2013 will be required to TF at quarter time (0.25 FTE) for at least one term for a SEAS course or for an FAS course (excluding Summer or Extension courses) taught by a SEAS
ladder faculty member. This requirement must be met during the student’s G2 year. In exceptional cases, the research advisor may request a deferral of a student’s TF requirement until the G3 year, but there are financial implications for the advisor that must be agreed upon in advance before a deferral is approved.

Employment policies (this information is also in the CHD document)
SEAS policy is that no full-time student may accept employment other than Teaching Fellowships and Research Assistantships during the academic year, either inside or outside the University, which involves a time commitment of more than ten hours per week without the permission of the Director of Graduate Studies (DGS). No restrictions apply to employment during the Summer Period, except that employment as a full-time Research Assistant precludes other employment. Ph.D. candidates who have passed their qualifying examinations may not be granted part-time status for the purpose of accepting employment without the permission of the DGS.

SEAS Additional Compensation
1. TF bonus
Given to eligible SEAS Ph.D. students who teach beyond the School’s TF requirement. Ph.D. students will receive a bonus of $1,500 (above the regular RA salary) per term-long TF appointment if they meet the following criteria:
1) They have previously met the 0.25 FTE teaching requirement
2) They are teaching at a 0.25 FTE or above
3) They are teaching in a SEAS course or in an FAS course taught by a SEAS ladder faculty member
4) They are a G5 or below.

Exclusions: PhD students will not be eligible for the bonus if any of the following apply:
1) They are a G6 or above
2) They have an external fellowship that pays them in addition to the TF salary they are paid
3) They are teaching for their monthly support.

Note: Students with a 0.125 FTE appointment will be paid half the bonus. Students with a greater than a 0.25 FTE appointment will have the bonus capped at a maximum of $1,500. The bonus does not apply to master's students or non-SEAS PhD students. The bonus is paid at the end of the term in which the student qualifies and is reported as part of the student’s income on their W-2 form.

2. Open External Competitive Fellowship Award*
Given to students who are awarded an open, external to Harvard, competitive fellowship while at SEAS. Students who bring in open external competitive external fellowships that are equal to 50% or more of their total support (tuition/fees + stipend or salary) will receive a supplemental award of $3,000 in the first year of the external fellowship. Students who bring in open external competitive external fellowships that are not 50% or more of their total support (tuition/fees + stipend or salary) will receive a supplemental award of $1,000. A 1099-MISC tax form will be issued to be filed with the students’ taxes.

*Note: This policy is effective as of Fall 2013. Students who entered SEAS before Fall 2013 are covered under the former policies governing the open competitive fellowship award.

AY 2017-2018 Rates of Tuition and Fees. (in this document, the term “tuition/fees” refers to the following)
- Full tuition -- $46,384 (G1 & G2)
- Reduced tuition -- $12,062 (G3 & G4)
- Facilities fee -- $3,070 (G5 and beyond)
- Student health insurance plan (BC/BS) fee -- $3,364 (G1 and beyond)
- UHS fee -- $1,178 (G1 and beyond)
- Stipend/RA salary: $3,069 per month (for AY18-19; this rate may be changed as of July 1, 2019)