

School of Medicine GRADUATE STUDENT STIPEND POLICY

1 July 2024 - 30 June 2027

"The stipends provided to students offset the cost-of-living during the period of training and are not considered equivalent to salaries or other forms of compensation provided to individuals supported on research grants." NIH

The document establishes a stipend policy to ensure consistency in treatment of PhD students within School of Medicine PhD programs. This policy sets forth the intended application of stipends to PhD students, and MD/PhD students while in their PhD program, in the School of Medicine.

1. The School of Medicine Graduate Council is responsible for setting the stipend policy for each fiscal year (July 1 - June 30), subject to final approval by the Dean of the OHSU School of Medicine or their designee (hereafter called 'dean').

2. To be eligible for a stipend each term, students must (all apply):

- a) be registered for a full-time course load (minimum 9 hours of 500 and 600 level courses),
- b) actively engaged in research training,
- c) meet the definition of good academic standing per the SOM Graduate Studies Academic Regulations, and
- d) not have exceeded the 7-year time-to-degree limit. Students past the 7-year-time-to-degree limit may only receive a stipend with written approval from their Dissertation Advisory Committee as described in SOM Graduate Studies Academic Regulations. In this case, stipends may be extended for no more than 12 months, and may be for less than 12 months.

3. It is at the discretion of the program whether to offer a stipend to any individual PhD student who is eligible under #2 above. Stipend amount and source, will be described with the offer of admission. Students not offered a stipend upon admission, may be offered a stipend in future years, dependent upon graduate program and faculty mentor funding and only with permission of the dean.

4. For students offered a stipend by School of Medicine graduate programs, the amount will be consistent with the GRU contract.

- a) The stipend may not exceed this amount unless students are awarded a greater stipend from an external, competitive, individual fellowship (e.g., NSF, NIH). In that case, students may keep the higher stipend, but the external award must completely replace all stipend funds from internal sources.
- b) Students who are awarded an OHSU-managed, individual fellowship with a stipend that falls below the amount above (#4), (e.g., support on an individual or institutional training grant) shall receive supplemental stipend support from either the mentor, the mentor's primary administrative unit (as defined by the OHSU unit credited for indirect cost earnings), or the graduate program such that the total stipend meets, but does not exceed, the stipend amount in #4 above.
- c) Students who are admitted with an individual fellowship or other financial support, that is not managed by OHSU, with a stipend that falls below the amount above (#4); (e.g., Fulbright or award from foreign government), may receive a stipend supplement from either the mentor, the mentor's primary administrative unit (as defined by the OHSU unit credited for indirect cost earnings), or the graduate program such that the total stipend meets, but does not exceed, the stipend amount in #4 above. Stipend supplement of an external award, requires pre-approval of the graduate program director and the dean, and should be attached to offers of admission.

5. Students who receive ARCS or Promising Scholar Awards, that are intended to be an addition to stipends, may keep these in addition to their stipend. All other awards require approval from the dean.

6. The stipend specified by the Graduate Council is exclusive of fees and tuition. For students receiving a stipend or stipend supplement (#4 above), mentors or the mentor's primary administrative unit must pay for any portion of tuition and fees not paid from external sources or waived by the School of Medicine.
7. Mentors are expected to take primary responsibility for providing funds needed for stipends, fees, and any portion of the tuition that is not waived. When the mentor is unable to provide such funds (e.g., due to a temporary lapse in grant support), the mentor's primary administrative unit is expected to assist the mentor by providing bridge funds. If the mentor's primary administrative unit is unable to provide sufficient funds, the program director will notify the associate dean of Graduate Studies who will strive to provide assistance in such situations.
8. Program Directors are expected to arrange that a student's stipend, fees, and tuition are paid whenever a PhD student leaves the laboratory of one mentor to begin training with a different mentor. If a student leaves the first lab before a new mentor has been identified, the mentor or mentor's primary administrative unit will assume primary responsibility for paying the student's stipend, fees, and tuition during the transition. If it appears that funds are insufficient to provide support during the transition, the program director will notify the associate dean of Graduate Studies School of Medicine who will support a transition between laboratories for a maximum of 12 weeks.
9. Stipends are paid from many sources, including the School of Medicine. Graduate Studies will administratively advise mentors and the mentor's primary administrative unit who are responsible for payment of graduate stipends.
10. Stipends will not be paid during leaves of absence (see OHSU policy 02-70-030 Policy Title: VOLUNTARY LEAVE OF ABSENCE, EXCUSED ABSENCE, AND WITHDRAWAL).
10. Program directors are expected to aid in enforcement of this policy.
11. Program directors may request exceptions to this policy from the Associate Dean of Graduate Studies. Decisions may be appealed to the dean of the OHSU School of Medicine who retains ultimate discretion on how to apply this policy.
12. Graduate Council may review this policy at any time; but must review it at least 6 months before it ends on 30 June 2027. Updates will replace previous stipend policies. Policy changes must be approved by Graduate Council, Associate Dean of Graduate Studies, and Dean of the OHSU School of Medicine.
13. This document was originally approved by the Graduate Council on January 8, 2008. The latest administrative update was approved by Graduate Council on **May 9, 2023**.