

Fellowship procedure

In order to ensure that adequate support is provided to faculty who have been awarded a fellowship and to ensure that the academic division/department can continue to provide instruction as needed, the following procedure has been developed:

When applying for a fellowship award, it is recommended that Governors State University faculty coordinate travel with a sabbatical leave. When fellowship supported travel occurs simultaneous with a sabbatical leave, faculty are eligible to receive standard sabbatical pay in addition to a monthly living stipend from the fellowship sponsor.

However, it is understood that fellowship opportunities will not always coincide with the sabbatical timeframe. Faculty who are not eligible or have not been awarded a sabbatical leave and who will receive a monthly living allowance or stipend from their fellowship for work during the academic year should choose one of two options:

- 1. Continue to receive university salary and benefits during the academic year by remitting the full fellowship living allowance or stipend to the university, or*
- 2. Request leave without pay for timeframe covered by the fellowship stipend.*

Faculty should consult an appropriate financial advisor about reporting income to the IRS and any other financial implications.

Fulbright Scholars Program (traditional program) procedure

The Fulbright program is administered by the Council for the International Exchange of Scholars (CIES-U.S. Dept. of State). Fulbright is considered the premier program for exchange in research/teaching in other areas of the world. It creates the opportunity to establish international ties, new teaching insights, personal knowledge from living abroad, and positive experiences for the scholar's family. Receipt of a Fulbright Scholars award is prestigious for both the GSU researcher/lecturer and for the university.

In order to ensure that adequate support is provided to faculty scholars for the time spent abroad, and to ensure that the academic division/department can continue to provide instruction as needed, the following procedure has been developed:

When applying for a Fulbright Scholars award, it is recommended that Governors State University faculty coordinate travel with a sabbatical leave. When Fulbright supported travel occurs simultaneous with a sabbatical leave, faculty are eligible to receive standard sabbatical pay in addition to the monthly living stipend from CIES.

However, it is understood that fellowship opportunities will not always coincide with the sabbatical timeframe. Fulbright Scholars who are not eligible or have not been awarded a sabbatical leave and who will receive a Fulbright monthly living allowance for work during the academic year should choose one of two options:

- 1. Continue to receive university salary and benefits during the academic year by remitting the full CIES living allowance stipend to the university, or*
- 2. Request leave without pay for timeframe covered by the CIES stipend.*

In the event that the Fulbright Scholars program does not provide a monthly living allowance, the faculty member may be eligible to receive their standard university salary and benefits during the term of their agreement with Fulbright. This would need to be approved by the faculty member's chair, dean, and the provost.

Faculty should consult an appropriate financial advisor about reporting income to the IRS and any other financial implications.