FINANCIAL AID INFORMATION

TYPES OF AID AND AID BENEFITS / RESPONSIBILITIES:

The Department of Library and Information Science has financial aid available, on a competitive basis, for students entering or continuing in its programs and who meet its academic requirements for admission.

Aid for new students is awarded on the basis of academic achievement and faculty and departmental needs. Since the number of applicants usually greatly exceeds the number for whom funds are available, the DLIS Financial Aid Committee considers specific criteria in making these awards:

- Academic attainment.
- Experience and skills matched to departmental and faculty needs.
- Experience and skills matched to stated career objectives in the information and library professions such as archives and records management work, medical and health informatics, children’s and youth services, information technology management, or some other specific professional goal.
- Volunteer and community services and activities.

The Financial Aid Committee also considers cases of serious financial need if the applicant student provides the following evidence:

- Available resources;
- Anticipated educational and other expenses;
- Current and previous financial aid; and
- Current burden of indebtedness.

Applicants may be asked to explain their figures or provide documentation supporting their calculations. Applicants should be as precise as possible.
Financial aid is usually granted in one of the following categories and requires certain responsibilities on the part of individuals receiving it. In all cases, prospective students who are interested in receiving some form of financial aid should make as strong a case as possible in their applications and other admissions documentation. Applications for financial aid will ONLY be considered by the Financial Aid Committee when the student has been accepted/admitted into the MLIS or CAS program.

CATEGORIES OF FUNDING:

- **Partners Program**
  Students receive a 3 or 6 credit tuition scholarship plus a stipend for a 10 or 20 hour work assignment in one of the regions libraries or archives.
  - Three/Six credit tuition scholarship.
  - Stipend paid for by the hiring organization.

- **Graduate Student Researcher (GSR)**
  GSRs receive a scholarship of half or full tuition plus a stipend for working 10 or 20 hours per week with a faculty member on a funded research project. Students are generally recruited by faculty for these positions, but prospective students who believe they have particular research skills or who have special research interests should note this on their financial aid application. Specific responsibilities are defined by the terms of the funded project.
  - Half or full tuition scholarship and fees.
  - A monthly stipend of four (4) payments is provided in Fall and Spring terms.
  - A monthly stipend of three (3) payments is provided in the Summer term.
  - Individual coverage of health insurance is provided.
  - When available, desks and office space are provided for GSAs assigned to faculty members.

SPECIAL SCHOLARSHIPS AND FELLOWSHIPS:

Special scholarships are awarded, as available. The Financial Aid Committee makes recommendations for selection and/or selects recipients. Prospective students may apply by writing a letter indicating why they are worthy of a particular scholarship. Such statements should address academic attainment and professional objectives rather than financial need. Applications for the following scholarships are included as part of this packet.
Joan Brest Friedberg Scholarship provides a tuition scholarship, which covers 3 courses (9 credits) on a part-time basis in the MLIS program. This scholarship is awarded on the basis of the candidate's potential to contribute to the field, written statement of interest, and GPA of 3.0 or higher. As part of the selection process, the Financial Aid Committee reviews the applications and conducts interviews of the finalists. The creator of the scholarship, Naomi Lynn Siegel, also participates in the selection of a recipient. The recipient of the scholarship may re-apply for the scholarship one additional time.

To be eligible for this scholarship the candidate must:
- Be accepted and admitted into the MLIS program;
- Be a part-time, in-state (Pennsylvania) student;
- Currently be employed in and/or express an interest in public libraries and public librarianship;
- Be able to complete the three courses covered by the award within 12 months (3 terms) from the time that the award takes effect; and
- Be an U.S. citizen or permanent resident.

Dr. Joan Brest Friedberg co-founded the "Beginning with Books" program in 1984. "Beginning with Books" was created as an early literacy intervention project, to bring reading and literature to the attention of children and families and to foster in them a life-long love of reading. She is an alumna of the University of Pittsburgh.

Margaret Hodges Scholarship is a $1,000 one-time scholarship for an individual demonstrating high academic achievement and an interest in working with children in a public library. The Financial Aid Committee selects the recipient.

To be eligible for this scholarship the candidate must:
- Be accepted and admitted into the MLIS program;
- Express an interest in public library service to children;
- Demonstrate high academic achievement; and
- Be an U.S. citizen or permanent resident.

Margaret Hodges, a former member of the staff of the Carnegie Library of Pittsburgh, is a Professor Emerita of the Department of Library and Information Science, where she taught literature for children and young adults and storytelling. She was honored with a University Bicentennial medallion for service, and she is the author of many books for children, including *St George and the Dragon*, awarded the Caldecott Medal for its illustrations. In 1989, this scholarship was established in her name and was first awarded in Fall 1990.
Highmark Fellowship provides a full tuition scholarship and a stipend funded by Highmark/Blue Cross for a minority student with a background in health science, science, or human services and an interest in minority health information services. Associate Professor Ellen Detlefsen and Nancy Washington in the Chancellor's Office select the Fellow.

- Prospective students should contact Associate Professor Ellen Detlefsen directly at (412) 624-9444 or ellen@mail.sis.pitt.edu.
- To be eligible individuals must be admitted to the MLIS program and write either a letter or essay indicating their interest in minority health information services.

Information Ethics Fellowship provides a stipend of $5,000 per term plus a full tuition scholarship. This fellowship is awarded to a SIS graduate student with a strong interest in pursuing studies in Information Ethics. The Information Ethics Fellow works with Professor Stephen Almagno, O.F.M., to enhance the Information Ethics course through course preparation and research and maintains the Information Ethics Web Site. The Fellow also assists with the SIS Dean’s Forum on Information Ethics. The Information Ethics Fellowship requires the completion of a special application, including a written statement of interest and a resume. Prospective or continuing students interested in this fellowship can contact Professor Almagno directly at (412) 624-9449 or almagno@sis.pitt.edu.

To be eligible for this fellowship the candidate must:
- Be accepted into or currently enrolled in a Masters or Doctoral program in the School of Information Sciences;
- Qualify as a full-time graduate student;
- Express an interest and ability in the information professions, especially Information Ethics; and
- Submit all of the application documentation.

The Information Ethics Fellowship was established in 1996 to help promote and support the Information Ethics program at SIS, as well as honor Professor Almagno's 25 years of teaching at the University of Pittsburgh.

E. J. Josey Scholarship for Minorities provides a one-time $1,500-2,000 tuition scholarship to an African-American student with potential for academic excellence and leadership in the profession. Professor Josey and the Financial Aid Committee select the recipient.
To be eligible for this scholarship the candidate must:

- Be accepted and admitted into the MLIS program;
- Demonstrate leadership potential;
- Demonstrate academic excellence;
- Be an African-American student; and
- Be an U.S. citizen or permanent resident.

Dr. E. J. Josey is a Professor Emeritus in the Department of Library and Information Science, where he taught courses in Academic Librarianship and Libraries in Society. This scholarship has been established to honor his lifelong work on behalf of minorities in librarianship, especially his fight to eradicate racial discrimination from library facilities and to provide equal opportunities for minority librarians.

Elva S. Smith Scholarship provides a full tuition scholarship. The Financial Aid Committee selects the recipient with advice from Professor Mary Margaret Kimmel. This scholarship is awarded to a student demonstrating high academic achievement and potential for a career working with children in a public library.

To be eligible for this scholarship the candidate must:

- Be accepted and admitted into the MLIS program;
- Express an interest in public library service to children;
- Demonstrate academic excellence; and
- Be an U.S. citizen or permanent resident.

Elva S. Smith was a professor of children’s services at the Carnegie Library School from 1904 through 1944.

University Library System/School of Information Sciences Minority Fellowship & Residency Program provides a full tuition scholarship and a stipend. The recipient is required to work 20 hours per week in the University Library System. Upon completion of the MLIS degree, the student is required to work within the ULS for one full year at a competitive entry-level salary. The Internship is awarded by the Financial Aid Committee in coordination with the Director and the Personnel Librarian of the University Library System.

To be eligible for this fellowship applicants must:

- Be accepted and admitted to the MLIS program for full time study;
- Be a member of an underrepresented racial/ethnic minority group;
- Submit an essay demonstrating an interest in academic librarianship;
- Have excellent oral and written communication skills; and
- Be an U.S. citizen or permanent resident.
ELIGIBILITY FOR FINANCIAL AID:

Students eligible for financial aid are those accepted for admission or currently enrolled in the MLIS graduate degree program, and have not already received three terms of funding. Certificate of Advanced Study students are also eligible for financial aid if they can demonstrate special academic, professional, and/or financial need; funding is possible only if special or sufficient funding is available. It is University policy that only full-time students are eligible for Graduate Student Assistant and Graduate Student Researcher positions. Full-time enrollment is registration for a minimum of 9 credits but no more than 15 credits in the Fall and Spring Terms and a minimum of 3 credits in the Summer Term.

Priority is given to U.S. citizens in evaluating financial aid applications. All international students are expected to come fully funded for their entire degree program and any advanced study they may undertake in a certificate program or in a second degree program. International students may be granted financial aid in exceptional circumstances such as the awarding of a Graduate Student Researcher for a funded project.

The University of Pittsburgh is committed to providing educational opportunities for qualified minority students through recruitment and financial assistance. In accordance with this policy, minority students are strongly encouraged to apply for financial aid. In some cases aid is specifically designated for the recruitment of minority students.

APPLICATION PROCESS FOR FINANCIAL AID:

To be considered for all financial aid, students must complete and submit the Department's Application for Financial Aid form. This Application for Financial Aid is included, along with the applications for scholarships and fellowships, as part of this application packet. The Financial Aid Committee will consider applications for financial aid when the student has been accepted/admitted into the MLIS or CAS program.

All applications for financial aid are due as follows:

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<th>FINANCIAL AID BEGINNING TERM</th>
<th>APPLICATION DEADLINE</th>
<th>AWARD DATE</th>
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<tr>
<td>Fall (August)</td>
<td>January 15</td>
<td>March 15</td>
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<td>Spring (January)</td>
<td>September 15</td>
<td>November 1</td>
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<td>Summer (May)</td>
<td>January 15</td>
<td>March 1</td>
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To be considered for the specific scholarships/fellowships listed on page three (3) of this packet, the application(s) for each scholarship must be completed and submitted by the same date as the above application deadlines for the Application For Financial Aid. Please note that the majority of financial aid becomes available and is awarded for the Fall Term. Financial aid for the Spring and Summer Terms is generally awarded to continuing students, who are given priority over new students.

Awards may occasionally be delayed because of budget uncertainties. Early application for any term is generally an advantage.

When possible, the Financial Aid Committee meets and makes recommendations for the awarding of aid by the end of the month in which applications are due. Offers may be made later because of unanticipated openings or budgetary changes. No applications will be accepted after these dates. All applicants are informed of the decision made on their application, by the Financial Aid Committee, by letter.

Continuing students who have not been awarded financial aid must submit a new application, by the deadline, for the term in which they wish to apply for funding.

**DURATION OF FINANCIAL AID APPOINTMENTS:**

The Financial Aid Committee initially approves full or partial aid for one term with the possibility of renewal up to a maximum of three terms and which may vary according to the category of student and type of aid:

- **Tuition Scholarships:**
  One or more terms may be awarded according to need and availability of funds up to a maximum of three (3) terms for MLIS students.

- **Graduate Student Assistant and Graduate Student Researcher:**
  MLIS students may be considered for a maximum of three (3) terms of financial aid.

Renewal after the initial award is dependent upon re-evaluation for:

- Satisfactory progress toward degree or certificate;
- Maintenance of a GPA of at least a 3.0 for MLIS;
- Change in status of financial need; and
- Satisfactory performance of assigned duties for Graduate Student Assistants and Graduate Student Researchers (see the University's Policy Statement for Teaching Assistants, Teaching Fellows, and Graduate Student Assistants and the Policy Statement for Graduate Student Researchers).
DEFERRAL OR REINSTATEMENT:

Students re-entering the MLIS program after an absence of a term or more, or students who have been offered aid but who have deferred their entry to the program, must reapply for aid for that term and any other term if they do not receive aid. Financial aid is subject to availability and cannot be assured in these cases.

Statement on Nondiscrimination, Equal Opportunity, and Affirmative Action

The University of Pittsburgh, as an educational institution and as an employer, does not discriminate on the basis of race, color, religion, ethnicity, national origin, age, sex, or marital, veteran, or handicapped status. This is a commitment made by the University and is in accordance with federal, state, and local laws and regulations. All relevant programs are coordinated through the Office of Affirmative Action, 901 William Pitt Union, University of Pittsburgh, Pittsburgh, PA 15260. For more information, please call (412) 648-7860.