

## Section 06.03

# SCHOLARSHIPS/STIPEND PROCESSES

### Scholarships, Fellowships, Stipends, and Compensation For Grant/Contract Accounts

#### DEFINITIONS

Scholarship- an amount paid for the benefit of a student at an educational institution to aid in the pursuit of studies (IRS publication 970).

Fellowship- an amount paid for the benefit of a student at an educational institution to aid in the pursuit of studies (IRS publication 970).

All scholarship and fellowship awards are based on either:

- Financial need, or
  - Scholastic achievement or promise
- No services are performed in return for payments.  
For tax and payment purposes, the terms scholarship and fellowship are interchangeable.

Stipend- a fixed sum of money paid to a participant in a program or project; usually associated with a grant.

In higher education, the term “stipend” is frequently used to describe various kinds of payments, including:

- Payment to graduate assistants
- Research grants
- For various types of expenses-living, travel, childcare, mileage, etc.

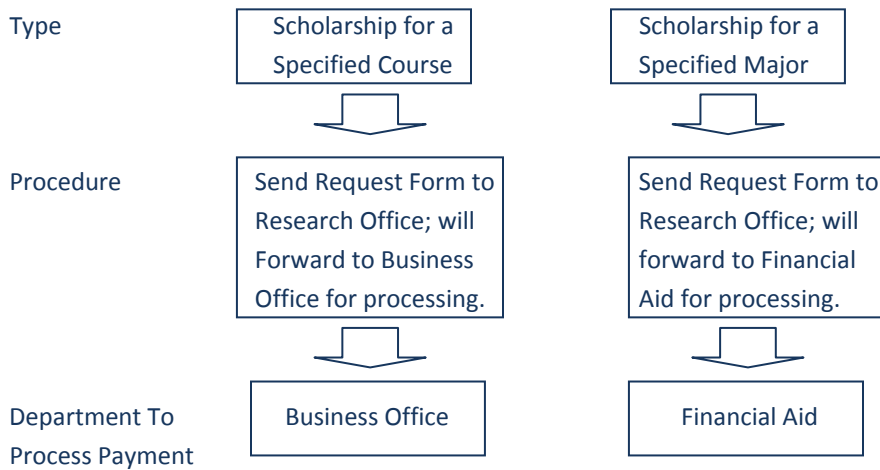
Compensation- all cash or non-cash remuneration to an employee in return for services rendered for an employer; for work performed.

Updated 9/17/08

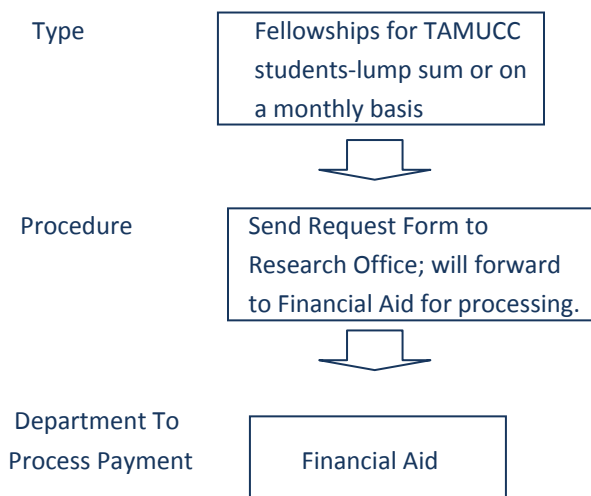
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# SCHOLARSHIPS/STIPEND PROCESSES

### Scholarships for TAMUCC Students through Grant Accounts



### Fellowships for TAMUCC Students through Grant Accounts



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# SCHOLARSHIPS/STIPEND PROCESSES

### STIPENDS THROUGH GRANT ACCOUNTS

TAMUCC Student?	Yes	Yes	Yes	Yes	Yes <small>(For Transient Students and Non TAMUCC Students)</small>
	↓	↓	↓	↓	
Enrolled as a TAMUCC Student for the semester Receiving stipend?	Yes	No	↓	↓	↓
	↓	↓	↓	↓	↓
Type	Stipend (monetary award) For participation	Stipend (monetary award) for participation	Stipend- other such as childcare, mileage, etc.	Travel Stipend flat rate or reimbursement type	Stipend (monetary award) for participation
	↓	↓	↓	↓	↓
Procedure	Send request form to Research Office; will Forward to Financial Aid For processing.	Create a Limited Purchase Order on FAMIS account number; send Request Form to Research Office; Will be routed to Accounts Payable for processing	Send request form to Research Office; will forward to Financial Aid for processing.	Create a Limited Purchase Order on FAMIS account number; send Request Form to Research Office; will be routed to Accounts Payable for processing.	Create a Limited Purchase Order on FAMIS Account number; send Request Form to Research Office; will be routed to Accounts Payable for processing.
	↓	↓	↓	↓	↓
Department to Process Payment	Financial Aid	Accounts Payable	Financial Aid	Accounts Payable	Accounts Payable

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# SCHOLARSHIPS/STIPEND PROCESSES

### COMPENSATION (FOR WORK DONE) THROUGH GRANT ACCOUNTS

