

**Q. How do fellows register for classes?**

- A. Contact your academic program directly to arrange a meeting with an advisor and/or to ascertain the registration schedule for your specific program.

**Q. How do fellows get a tuition bill paid?**

- A. When you receive an email with a DUE date, contact the Fellowship Coordinator either through email to request a tuition remission form or visit the Graduate School in 501 Carnell Hall to obtain a tuition remission form. You must submit a completed tuition remission form to the Bursar's Office every semester that you register for classes. ***This process must be repeated every semester of registration. It is NOT an automatic process.***

Please note that if you add a class after receiving and submitting the tuition remission form to the Bursar's Office, you must obtain an additional tuition remission form to cover the additional cost.

**Q. What paperwork is required for fellows to get paid?**

- A. You should receive notification from Verifications, Inc. (VIAM) electronically. The VIAM process must be completed online. The process is then finished at the Human Resources office on Main Campus. These instructions must be followed to process the stipend component of the fellowship.

**Q. When do fellows receive stipend payments?**

- A. Stipend payments are available the ***last*** business day of each month beginning September 30.

**Q. Can fellows sign up to receive their stipend payments via direct deposit?**

- A. Yes. In fact, direct deposit is the preferred method of payment. To apply, complete a Direct Deposit form, including the required bank information. The authorization forms are available through your TUportal account. The Human Resources office processes completed forms.

**Q. Are fellows eligible for other financial aid?**

- A. If you have additional questions about financial aid eligibility, please view the Student Financial Services website at [www.temple.edu/sfs/](http://www.temple.edu/sfs/). The Office of Student Financial Services is located at 1801 North Broad Street on the ground level of Conwell Hall.

**Q. How can fellows find out about housing?**

- A. To obtain information about on- and off-campus housing, please view the Office of University Housing and Residential Life website at [www.temple.edu/studentaffairs/housing/](http://www.temple.edu/studentaffairs/housing/). The housing office is located in 1910 Liacouras Walk, Suites 201 and 301.

**Q. How do fellows learn about health insurance?**

- A. You can learn about health insurance options available to graduate students by visiting the Human Resources website at [www.temple.edu/hr/students/](http://www.temple.edu/hr/students/). ***You will need a copy of your fellowship award letter to enroll in a health insurance plan.***