

March 29, 2022

Re: Financial MOU between Microbiology and Curriculum Faculty

Dear Mentor,

Thank you for taking on this important role in our graduate program in Microbiology and Immunology. This memo outlines the financial responsibility for supporting \_\_\_\_\_. As indicated on the BBSP Thesis Lab and PhD Program Approval Form, the thesis mentor is responsible for the mentoring and financial support for the duration of the student’s training. The total cost of a graduate student, at a full-time tuition rate, for academic year 22-23 is outlined below.

Stipend	\$ 33,720.00			
Health & Fringe Benefits *	\$ 7,423.00			
Full Load In-State Tuition	\$ 10,552.00			
Allowable Student Fees	\$ 1,264.00			
Unallowable fees	\$ 763.67			
<b>Total</b>	<b>\$ 53,722.67</b>			
*Fringe assumes 12 month rate in the event of summer registration				

The University’s financial system is set-up so that the tuition and fees follow the stipend sources. If you are providing support on non-sponsored sources, you will have responsibility for both allowable and unallowable fees. If you are providing support on sponsored research projects, which cannot pay all fees as provided by [OSR and based on federal regulations](#), the responsibility of the unallowable portion falls to the campus unit funding the student. Not all departments have the same approach to paying these fees, so please double check with your funding unit on their policy. If a student is co-funded by a grant housed in Microbiology and Immunology and a grant housed in another funding unit, and neither advisor has non-sponsored sources, then the unallowable fees are paid proportionally by the stipend sources. Please provide a business/accounting contact for your funding department with acceptance of this MOU.

In the event of a funding interruption the financial responsibility falls to the department that administers your funding. An interruption in funding is not limited to a loss of a grant but could also include moving to another University. By taking on a graduate student, you are guaranteeing their support for the duration of their training and assuming responsibility for any necessary arrangements in the event of any funding disruption.

By signing below, you confirm you have sufficient support, barring any unforeseen circumstances, and agree to this responsibility. The department who administers your grants, and subsequently receives the majority share of your overhead, assumes full financial responsibility in the event of any funding lapse.

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Mentor

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Mentor's Business Office/Accounting Contact

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Chair/Director of campus unit responsible for continuous support