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 renumeration to an employee in return for services rendered for an employer; for work performed.

Updated 9/17/08
Scholarships for TAMUCC Students through Grant Accounts

Type

- Scholarship for a Specific Course
- Scholarship for a Specific Major

Procedure

Send Request Form to Research Office; will forward to Business Office for processing.
Send Request Form to Research Office; will forward to Financial Aid for processing.

Department To Process Payment

- Business Office
- Financial Aid

Fellowships for TAMUCC Students through Grant Accounts

Type

- Fellowships for TAMUCC students-lump sum or on a monthly basis

Procedure

Send Request Form to Research Office; will forward to Financial Aid for processing.

Department To Process Payment

- Financial Aid

Updated 9/17/08
Stipends through Grant Accounts

TAMUCC-Student?
Yes
No

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

Procedure
- Send Request Form to Research Office; will be routed to Financial Aid for processing.
- Send Request Form to Research Office; will be routed to Accounts Payable for processing.
- Send Request Form to Research Office; will be routed to Financial Aid for processing.
- 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

Compensation (for work done) through Grant Accounts

Individual Type
- TAMUCC Student
- Faculty/Staff for TAMUCC or any TAMUS part
- Outside Individual

Type
- Compensation for Work
- Compensation for Work
- Employee
- 20-factor Test
- Contractor

Procedure
- Submit EPA document through Payroll System
- Submit EPA document through Payroll System
- Submit EPA document through Payroll System
- Do a Contract Form and a Limited Purchase Order (if under $5k) or Requisition (if over $5k); process as usual through Accounts Payable and/or Purchasing

Department To Process Payment
- Payroll
- Payroll
- Payroll
- Accounts Payable/Purchasing

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