ACADEMIC YEAR FLAS
Dear Student,

We are pleased to inform you that the Center for Middle Eastern Studies (CMES) would like to offer you a Foreign Language and Area Studies (FLAS) Fellowship for the 2020-2021 academic year at UT-Austin. This fellowship is for the study of language at the level (Course 1—Fall; Course 2—Spring). Congratulations! This was a highly competitive application cycle and your acceptance should be regarded as a major achievement.

The FLAS has long been regarded as a prestigious federal scholarship and past awardees have gone on to hold important and fulfilling careers in the public and private sectors, as well as academia. The FLAS Academic Year Fellowship will cover tuition and fees up to $18,000/$10,000 (maximum of 12/15 credit hours per semester) for both the fall and spring semesters. The fellowship also provides a stipend of $15,000/$5,000 to be paid in monthly installments over a nine-month period beginning in September.

For **graduate students** a maximum of $18,000 ($9,000 per semester) will be covered in tuition costs. The graduate stipend is $15,000 ($1,666.66 per month for 9 months; September 1 thru May 1).

For **undergraduate students** a maximum of $10,000 ($5,000 per semester) will be covered in tuition costs. The undergraduate stipend is $5,000 ($555.55 per month for 9 months; September 1 thru May 1).
## Award Details

### Graduate Student Funding Package

<table>
<thead>
<tr>
<th>Funding:</th>
<th>Fall</th>
<th>Spring</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Year: 2020-2021</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fellowship Stipend (9 monthly payments)</td>
<td>$7,500</td>
<td>$7,500</td>
<td>$15,000</td>
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<tr>
<td>Non-Resident Tuition Coverage</td>
<td>$4,383</td>
<td>$4,383</td>
<td>$8,766</td>
</tr>
<tr>
<td>In-State Tuition Coverage</td>
<td>$4,464</td>
<td>$4,464</td>
<td>$8,928</td>
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### Undergraduate Student Funding Package

<table>
<thead>
<tr>
<th>Funding:</th>
<th>Fall</th>
<th>Spring</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Academic Year: 2020-2021</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fellowship Stipend (9 monthly payments)</td>
<td>$2,500</td>
<td>$2,500</td>
<td>$5,000</td>
</tr>
<tr>
<td>In-State Tuition Coverage</td>
<td>$5,000</td>
<td>$5,000</td>
<td>$10,000</td>
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</table>

Tuition payments are **wired directly** to the University. The fellowship payment will disperse to the **bank account you have on file** with the University.
FLAS fellows are expected to be enrolled full-time (9 hours grad/12 hours undergrad) at the location/University listed on their offer letter. Students are to maintain good academic standing, which is earning no less than an B+ if any FLAS required course. Students must also be actively working toward a degree and degree requirements. **Failure to comply with any FLAS conditions may result in the revoking of your award.**

**Fellowship Terms:**

Under the terms of the fellowship, you must be enrolled as a full-time student at UT-Austin and remain in good academic standing, demonstrating satisfactory progress toward the completion of your degree during all semesters of the academic year for which you receive the FLAS fellowship. **If you fail to comply with any of the conditions below, CMES and the Department of Education have the right to revoke your award and you will not be considered for future FLAS competitions.**
In order to accept the award, you must also agree to the following federal guidelines:

1. Register for and maintain satisfactory attendance in one approved language course (in the language at the specified level listed in your offer letter) each semester.

2. Register for one approved graduate/undergraduate MES/MEL/ISL area course each semester. The area studies course you choose does not necessarily need to count toward your degree, but it must be related to the Middle East and have the MES, MEL, ISL course number. Conference courses, independent studies, honors courses, comp exam, thesis, report, and dissertation courses are not considered area studies courses.

3. All required FLAS courses must be approved by the federal government prior to the start of the semester, and taken on a letter-grade basis (no pass/fail, credit/no-credit) with a grade no lower than a B+.

4. Maintain satisfactory attendance and grades (A, A-, B+) in all required FLAS courses. Students are expected to not earn below a B+ as their final grade in their FLAS courses. An incomplete (X) in a FLAS course must be remedied before the start of the next semester. Stipends and tuition coverage will not be distributed until so. Any pending payments will be frozen if grades are not met.

5. Attend one FLAS Advising Session per semester.

* In lieu of advising appointment students will submit the Course Registration approval form for Fall 2020.

6. Take a Language Assessment at the beginning and end of the academic year with your fall language instructor, who will report your proficiency level and progress made to the Department of Education.
In order to accept the award, you must also agree to the following program guidelines:

7. UT and CMES consider email an **official means of correspondence**; hence, if an administrator sends you an email message, you are responsible for reading it and taking action in a timely matter. Students are expected to check their email on a frequent and regular basis in order to stay current in University-related communications, recognizing that certain communications may be time-critical. **Failure to complete action items in a timely manner will jeopardize the continuation of your award.**

8. Attend **FOUR CMES events during the term of the award (2 per semester)**. Events must be academic in nature; social and administrative events do not qualify. Events are to be submitted via the Event Survey form.

9. Due to budgeting, students must **disclose any tuition waivers (full or partial coverage) and on-campus employment held during the award period**. Sharing this information is not punitive and enables CMES to award additional FLAS awards for the academic year to other deserving students.
TASKS & REQUIREMENTS
Stipends will **deposit on the first of each month** to the bank account the University has on file. At this time, paper checks are not possible. Students who have never held employment on campus (TA, Student Employee) will have set up their **bank information in UT Direct**.

Tuition payments will be **credited directly** to your tuition bill through the billing office. **Payments will be completed by the first payment deadline.** Graduate students, if you add a class during Add/Drop we will need to be notified so as to apply additional funds to your balance.
During the Fall / Spring registration period, fellows are to submit the following form indicating their FLAS courses. Any changes to your registration record after the submission of this form must be brought to the FLAS coordinators’ attention. Course selections are reported to the federal government.

**FLAS Course Registration Approval Form**

FLAS Course Registration Approval Form

All required FLAS courses must be approved by CMES during the registration period. All FLAS courses are to be taken on a letter-grade basis (not pass/fail or credit/no credit).

FLAS fellows are to maintain satisfactory attendance and grades (A, A-, B+) in all required FLAS courses. Students are expected to not earn below a B+ as their final grade in their FLAS courses. A grade below a B+ will be considered unsatisfactory progress. An incomplete (I) in a FLAS course must be remedied before the start of the next semester. Students who do not meet grade guidelines will have their awards revoked.

Language Course Unique Number (i.e. 56789) *

Short answer text

Language Course Course Number (i.e. HEB 123) *

Short answer text

Language Course Title (i.e. Intensive Klingenst I) *

Short answer text

FLAS Area Studies Course Approval

FLAS fellows are *required* to register for one approved graduate/undergraduate MES/MEL/ISL area studies course each semester. The area studies course you choose does not necessarily need to count towards your degree, but it must be related to the Middle East and have an MES, MEL, or ISL course number. Conference courses, Comprehensive Exams, Thesis, and Dissertation courses are not considered area studies courses.

First Name *
Fellows are required to partake in two Oral Proficiency Assessments with their fall language instructor at the start and end of their award.

* Students will be asked the same questions during both the Fall and Spring assessment. This is merely a strategic way to track proficiency gains.

* Depending on level and/or course curriculum students might not be able to answer all questions. This is fine. The test is designed this way.

* Pre-assessments are to be scheduled for early September and post-award assessments are to be scheduled for late April.

**Discussion subjects range from:**
giving directions; ordering food; conducting shopping tasks in a clothing or grocery store; introducing family members; giving a personal autobiography; having a telephone conversation
Fellows are responsible for reporting as well as scheduling their assessments during the designated timeframes (September/April).
The Center for Middle Eastern Studies sponsors or co-sponsors over 40 events each semester. These events bring various dimensions of the Middle East to our campus, allowing you to expand your knowledge of the region beyond the classroom. **FLAS fellows are required to attend two academic events per semester and will submit an events survey form for each.** Please note that these events must be academic—not administrative—in nature.

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**CMES Event Requirement**

The Center for Middle Eastern Studies sponsors or co-sponsors over 40 events each semester. These events bring various dimensions of the Middle East to our campus, allowing you to expand your knowledge of the region beyond the classroom. CMES graduate students, FLAS fellows, and students seeking a portfolio in MES are required to attend two academic events per semester and to submit an events survey form for each. Please note that these events must be academic—not administrative—in nature.

Though most of your time as graduate students revolves around the classroom, events are an integral part of the university experience. The Center takes this requirement seriously and considers it part of graduate training. It is one of the factors considered when assessing academic performance and funding.

* Required

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**Form**

- **Last Name**
  - Your answer

- **First Name**
  - Your answer

- **Date of Event**
  - **MM DD YYYY**
  - **1/1/2020**

- **Title of Event**
  - Your answer

- **Speaker/Present at the Event**
  - Your answer

In 200 words please recap what you learned from the event and how the
FLAS fellows are required to submit an electronic performance report at the end of the award period to the Department of Education by the stated deadline, documenting their accomplishments and plans for future study or employment.

FLAS fellows are also required to complete surveys on their academic and professional achievements periodically for eight years post-award period.
Federal Reporting Requirements

At the end of the award period fellow are **required** to submit evaluations to the Department of Education. The fellow will be expected to provide details on their education, courses they took, and their post award plans. Fellows will also be contacted sporadically over the next 8 years with requests for updates.
All forms are located on the Middle Eastern Studies website under FLAS Fellowships > FLAS Forms tab.
<table>
<thead>
<tr>
<th>Tasks &amp; Deadlines (for Fall 2020)</th>
</tr>
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<tbody>
<tr>
<td><strong>April 27 - May 8</strong></td>
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<tr>
<td>➤ Submit course approval form and enter banking information into UT Direct.</td>
</tr>
<tr>
<td><strong>May 8 - Sept 11</strong></td>
</tr>
<tr>
<td>➤ Any changes to your FLAS courses must be reported to the FLAS coordinators. Grad students are to notify FLAS coordinators’ if they go above the hours they registered for during the first registration period.</td>
</tr>
<tr>
<td><strong>Sept 8 - Sept 18</strong></td>
</tr>
<tr>
<td>➤ Language Assessments to occur</td>
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</tbody>
</table>
Submit Course approval form for Spring 2021

Any changes to your Spring 2021 FLAS courses must be reported to the FLAS coordinators. Grad students are to notify FLAS coordinators’ if they go above the hours they registered for during the first registration period.

Final Language Assessment to occur
QUESTIONS?

Contact:

Lisa Parisi, FLAS Coordinator
lisa.parisi@austin.utexas.edu

Kelly Houck, FLAS Coordinator
kelly.houck@austin.utexas.edu