A. TUITION AND REGISTRATION REQUIREMENTS

As a Fellow, you will have your tuition waived for four (4) years of your PhD program. If you have not completed your degree requirements in the 4 years of your Fellowship, you may request consideration for a fifth year of funding. Approval will be based on your academic performance, your evaluations by your Primary and Rotational mentors, and availability of funding. You are also encouraged to explore with your home department mentor whether there are possibilities for continued funding in your department to support you as you complete your degree requirements.

All Health Disparities Fellows (HDFs) must register for 9 credits to be considered a full-time graduate student and therefore be eligible for funding. If you wish to register for 12 credits, you must submit in writing a request to the Director of CEMHD and the Fellowship Program for approval before you register.

Once you have completed all your department’s required course work, and have successfully passed your qualifying exams, you can then register for the dissertation 1 credit course (899) and still be considered a full-time student.

As a Fellow, you must first be registered as a full-time student before being employed by the Research Foundation (RF) as a Research Assistant (RA) or UAlbany as a Graduate Assistant (GA). Neither the RF nor UAlbany will be able to accept or approve the employment paperwork that allows you to receive your stipend if you are not registered for 9 credits.

B. OPTIONAL FEES

*The Fellowship most but not all University Fees. There are four optional charges on your student account, and any optional charges that are selected must be covered by the Fellow. In addition to these optional charges that are the responsibility of the Fellow, any required course fees must be paid by the Fellow.*

There are two charges which are “opt-in” (i.e., you are not charged for these by default; you need to select them if you wish to support them):

1. 5 Quad Ambulance Donation for $5.00
2. Class Dues for $3.00

There are two charges which are “opt-out” (i.e., you are charged for these by default, but you may elect to opt out of them).

3. The Graduate Student Association (GSA) Fee for $25.00. This is a *time sensitive* optional charge at the beginning of the semester that must be deselected from your Optional Charges page on MyUAlbany if you do not wish to support GSA.

*If you opt-out, you do not have to pay the GSA fee; however, you will be locked out of some benefits of the Graduate Student Association, which includes grants for both research and travel. Additionally, on years where many students opt out, the GSA closes down certain features that cannot be financially sustained, such as free printing offered to graduate students.*

4. The $30 Student-Alumni Partnership Fee is one students will need to either pay or opt out of: [https://www.alumni.albany.edu/s/1642/bp19/interior.aspx?sid=1642&gid=2&pgid=558](https://www.alumni.albany.edu/s/1642/bp19/interior.aspx?sid=1642&gid=2&pgid=558)
Please be aware that you must select or deselect optional charges at the beginning of each semester.

C. MONTHLY FELLOWS’ MEETINGS
• All Health Disparity Fellows will meet on a monthly basis throughout the academic year.
• You are required to attend all these meetings.

D. TASK FORCE ATTENDANCE
As a Fellow, you are required to attend at least 7 Health Disparities Task Force Meetings per year. The CEMHD supports two community task forces, one in Albany and one in Amsterdam. They meet monthly (currently over Zoom). You will receive email invitations for the Task Force meetings from the Center’s Task Force Liaison with official dates when they have been chosen. Attendance is reflected in the minutes from the meetings.

E. HEALTH DISPARITIES CERTIFICATE
The Fellowship requires the completion of the University’s interdisciplinary Health Disparities Certificate Program. The program requires the completion of 12 graduate credits. Fellows must take four 3-credit graduate courses offered within two of the following Schools of Public Health, Social Welfare or Education. One course on health disparities is required, HHPM 620; the other three courses can be selected from three separate areas: multicultural practice in psychology or social work, community partnerships, and public health leadership. An individual student may substitute one or two of the courses that have been developed more recently for use in the Certificate program, which can be found here (except the one required course, HHPM 620) by specific authorization. Please contact the Director for more information.

F. EXPERIENTIAL LEARNING PLACEMENTS
Placements or rotations are a key component of the transdisciplinary training which is a key aspect of the NIH program for training in health disparities.

Home Department Mentors (HDMs) will work with you, their mentee, to develop ideas for the experiential learning placements (aka, rotations). Suggestions are also available from the Director.

For complete details please see the document “Experiential Learning Placement Guidelines” on this page.