

**Policy No.**                    **SPH-02-30-001**

**Policy Title:**                **PHD STUDENT STIPEND ELIGIBILITY AND ADMINISTRATION**

**Effective Date:**            **August 7, 2025**

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**1.        Generally**

The purpose of this policy is to establish School of Public Health (SPH) guidance for the eligibility and financial support of Ph.D. students who receive stipends, from funds administered through OHSU, also known as Graduate Researchers (GRs).

**2.        Definitions**

- a.        **Stipend.** A stipend is a sum of money paid to eligible students to offset living expenses during their research training.
- b.        **Graduate Researcher (GR).** A GR is a Ph.D. Student that receives a stipend from OHSU to support their Primary Assignment of research training. GR positions are represented by a union, Graduate Researchers United (GRU), and some of their activities constitute employment.
- c.        **Faculty Mentor.** For the purposes of this policy, the Faculty Mentor is the faculty member who is primarily responsible for providing funds needed for stipends, and/or tuition, fees and health insurance.
- d.        **Academic Year.** In the context of this policy, Academic Year includes Summer, Fall, Winter and Spring term.
- e.        **Appointment Period.** The period of time in which the SPH commits to funding a GRs stipend, tuition, fees and health benefits as described in the award letter.

**3.        Stipend Awards and Implementation**

- a.        **Stipend Eligibility.** In order to receive a stipend, an SPH GR must be enrolled full-time (registered for a minimum of 9 credit hours of 500 or 600 level courses) each academic term, maintain good academic standing (as defined on the SPH policies and procedures webpage), make satisfactory progress toward their degree requirements, be actively engaged in research training, and fulfill the obligations of the research training activities.
- b.        **Funding.** The SPH and/or Faculty Mentor takes responsibility for coordinating and distributing funds needed for stipends, tuition, fees and health insurance when the stipend is supported by grants or contracts administered through OHSU.
- c.        **Stipend Awards.** GRs will receive a stipend per the terms of their award letter.
- d.        **Stipend Level.** The total stipend awarded to recipients is subject to the negotiated terms of the AFSCME 402 GRU collective bargaining agreement (CBA).

- e. **Individual Grant Awards.** SPH GRs who are awarded a stipend from a competitive, individual award (e.g. NSF, NIH) will have that award applied to fund and not supplement the stipend level described in Section 3.c. of this policy. The SPH GR will receive at a minimum the amount set in the collective bargaining agreement. To the extent such an individual award exceeds the amount specified in the collective bargaining agreement, the GR will receive a stipend in the amount funded by the individual award.
- f. **Additional Financial Awards.** SPH GRs who receive competitive, financial awards intended as add-ons to a stipend may receive that award in addition to their stipend as described in Article 8.3.2 of the collective bargaining agreement, and are subject to the terms of the award.
- g. **Loss of Support During Appointment Period.** When funding is no longer available during an Appointment Period as outlined in the award letter (e.g. due to a lapse in grant support), bridge funding for these expenses will be supported by the SPH for a total of 12 weeks, or until the end of the GR's current appointment, whichever is less, to provide the GR an opportunity to identify a new Faculty Mentor or other source of funding. Additional support may be provided to the student upon review by, and at the discretion of, the SPH Office of the Dean. In cases where the SPH Office of the Dean allocates the stipend from sources other than grants or contracts, the SPH Office of the Dean will be responsible for provision of those funds.
- h. **Termination.** Student Stipends will be terminated as per Article 8.3.3 of the CBA, or if the GR becomes ineligible as described in Section 3.a. of this policy.

#### 4. **Responsibilities**

This policy replaces all previously documented stipend policies and procedures for the SPH.

The Office of the Dean may create procedures pursuant to this policy.

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PSU Approval Date: July 20, 2023; August 7, 2025

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Related Policies and Procedures: [OHSU Policy 03-30-145, Employees as OHSU Students.](#)