To: Deans of Academic Colleges and Associate Deans for Graduate Education

From: Linda Mason, Dean of the Graduate School

Subject: A path for newly admitted international graduate students who may be unable to travel to West Lafayette for Fall 2020

Date: April 21, 2020

As we look ahead to Fall 2020, it’s uncertain that admitted international graduate students would be able to travel to West Lafayette, enroll in on-campus courses, and hold graduate staff appointments. We have a temporary solution for Fall 2020 to help students transition. As requested by some of the units, this program is exclusively for international students who have offers for an assistantship or a Purdue Graduate School Fellowship (offered as assistantship).

For major professors, departments, and colleges that desire and can provide online graduate courses and financial support, a path may exist for these graduate students to make progress toward their degree programs during Fall 2020, while remaining in their home countries. While these students may not hold graduate staff appointments, the student will pay the graduate staff fee, and the differential fee and earn course credits before matriculating to campus in Spring 2021. General funds or gift funds may be used to pay the grad fee remit ($4,095 for Fall) but not federal grants or industry funds.

Using the Graduate School’s electronic Form 90 process, it is possible to set up, internally, a billing code for each department/college that wishes to participate. Staff (Glenda Smith) in the Office of the Bursar would then be able to charge the appropriate departmental/college account. Fall tuition invoices should be distributed about July 20, so it is important to have fee remissions determined well before that date.

The Graduate Schools requires that this program follow graduate staff fees as closely as possible, even though these students will not yet be Purdue employees. Therefore, graduate students in this program will pay the following fees:

- Graduate Staff Fee of $298.00* (Repair and Rehabilitation fee - $161.00 Fall, Student Fitness & Wellness Fee - $117.00 Fall, Student Activity Fee - $20.00 Fall)
- International Student Fee of $145.00
- College differential fee (if there is one)

*Based on 2019/20 rates and may be subject to incremental adjustments for 20/21.

International students, who have been awarded a graduate school fellowship, and who could not get
to campus in the fall, could start the fellowship and receive the fee remit rate ($4,095 Fall, 2020), but not the salary. The Graduate School will pay the fee remit for graduate school fellowships for fall, however – there will be a loss of the semester salary that cannot be made up in subsequent semesters. For example, if they are on a 1-year Graduate School Ross Fellowship, and the faculty opt to have them take online classes in the fall and use the tuition remission portion of the fellowship, the fellowship would only have one semester of tuition remission and salary remaining from the graduate school.

Note, due to Export Control, Purdue is unable to offer educational services without a Department of Treasury license (for each student) from the following countries and region:
- Cuba
- Iran
- North Korea
- Sudan
- Syria
- Crimea, a region of Ukraine occupied by Russia

Otherwise, Mary Millsaps, Director of Research Information Assurance, sees no difficulty with international students taking Purdue online courses or enrolling in research registration. She stressed, however, that that international graduate students in this program must not engage in sponsored research for which they are not paid. Further, Ms. Millsaps explained that faculty must not share confidential research information with these students without getting approval from the Export Control Office. Specific questions about research assignments to students who are in their home countries must be directed to the export control office.

Tax impacts were explored with Jane Coleman, Nonresident Tax Administrator. She explained, “If the international student is not in the US, not only is the scholarship (not exceeding the tuition and fees) not taxable, but it is NOT reportable to the student either. So, there is no 1098-T reporting requirement on the Bursar’s or DFA’s side.”

The Graduate School, therefore, supports this pathway for new international graduate students to start their graduate programs in Fall 2020, from their home countries, with the following conditions:
- Participants must be in colleges that are willing to offer online instruction and financially support admitted international graduate students who are unable to come to West Lafayette but who would opt for online instruction.
- Participants must be enrolled full-time (8 credits or more)
- Courses, including Special Project courses and Independent Study courses, are preferred for this program rather than research credit. All courses must be taken for a letter grade so that they are potentially usable on participants’ plans of study.
- If research registration (69800/69900) must be taken, it is limited to 3 credits and restricted to literature review or proposal writing.

The Graduate School offers these possibilities and expectations for consideration and discussion as we look forward to the Fall semester. If you have additional questions, please contact Associate Dean Dr. Melanie Morgan (morgan3@purdue.edu) or Fellowship Operations Administrator Jenny Mattson (jmattson@Purdue.edu).

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