



## GEM MASTERS OF ENGINEERING PROGRAM LETTER OF INTENT

By execution of this Agreement \_\_\_\_\_ at the  
(University School, e.g. engineering or science)

\_\_\_\_\_  
(Name of University)

indicates It is a member of the **GEM Masters of Engineering Program of the National Consortium for Graduate Degrees for Minorities in Engineering and Science, Inc. (GEM)**, a not-for-profit corporation. The purpose of this program is to increase the number of students from historically underrepresented minority populations who receive masters and doctorates in engineering and science.

As a GEM Member and in collaboration with the GEM Office, GEM Employer Members, GEM University Members, and GEM Fellows, the undersigned institution is entitled to the benefits of membership in GEM. As a GEM Member, the undersigned agrees to the following:

1. To accept \_\_\_\_\_ (name of student) as a GEM Fellow beginning \_\_\_\_\_(semester/quarter and year, e.g. Fall 2007)
2. To provide funds for each term (either semester or quarter) for its portion as outlined herein:  
**Per semester per GEM Fellow**
  - a. The GEM Consortium pays an amount as approved by the GEM Board of Directors per semester for tuition and fees (currently \$833.33) for a maximum of 3 semesters for each GEM Fellow. All tuition and fees over this amount shall be covered each semester by the undersigned institution.
  - b. The GEM Consortium pays an amount as approved by the GEM Board of Directors per semester for stipend (currently \$3,333.00) for a maximum of 3 semesters for each GEM Fellow. Stipend amounts paid over this amount shall be paid by the undersigned institution. The undersigned institution will provide a supplement, if necessary, to the GEM supported stipend to bring the student's stipend to the same level (e.g. research assistant, teaching assistant) provided to other MS graduate students in that department.

Or, if institution is on quarters:

### **Per quarter per GEM Fellow**

- a. The GEM Consortium pays an amount as approved by the GEM Board of Directors per quarter for tuition and fees (currently \$625.00) for a maximum of 4 quarters for each

GEM Fellow. All tuition and fees over this amount shall be covered by the undersigned institution each quarter.

- b. The GEM Consortium pays an amount as approved by the GEM Board of Directors per quarter for stipend (currently \$2,500) for a maximum of 4 quarters for each GEM Fellow. Stipend amounts paid over this amount shall be paid by the undersigned institution each quarter. The undersigned institution will provide a supplement, if necessary, to the GEM supported stipend to bring the student's stipend to the same level (e.g. research assistant, teaching assistant) provided to other MS graduate students in that department.

The GEM Consortium will pay its portion of the stipend, tuition, and fees upon receipt of the GEM Payment Request Form and GEM Attendance Schedule Sheets. GEM Payment Request Forms for stipend, tuition, and fees must be received within one year to be honored.

3. To assure that each GEM Fellow has an academic schedule that is consistent with full-time status and that the GEM Fellow is making satisfactory academic progress as defined by the institution.
4. To keep the GEM Consortium informed of each GEM Fellow's progress by furnishing a grade report at the end of each semester/quarter grading period and a final transcript indicating the awarding of the Masters degree.

The undersigned agrees to accept \_\_\_\_\_ (student name) as a GEM Fellow per the membership agreement with GEM as well as the terms outlined above.

\_\_\_\_\_  
(University Name)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Signature)