ConTex Information for UT Austin Applicants

Doctoral Fellowships

For the most updated version of Doctoral Fellowship criteria, please visit the ConTex funding website. Through this fellowship students from Mexico receive financial support to study at any of the University of Texas System institutions. Fellows receive financial support for up to 5 years of doctoral study at a University of Texas institution.

Is there a specific number of fellowships assigned to each UT system institution?
All UT System institutions share the total allocation of ConTex awards.

What criteria will be applied for the award of fellowships?
In order to win a ConTex Fellowship, students must:

1. Register on the ConTex website;
2. Apply to one or more Ph.D. programs at UT System institutions and be admitted;
3. Apply directly to CONACYT for a foreign study scholarship (becas al extranjero).

Is the award made on a first come-first served basis?
No; this is a competitive process with an annual deadline for applications.

How are funds managed?
After an MOU is signed by UT Austin (Business Contracts Office) and UT System, CONACYT transfers funding to the ConTex office to distribute to awarded UT System Institutions. The International Office processes all student disbursements. Postdoctoral and Collaborative research grant funds are transferred to the host department after a 20-account has been created to receive the funds.

Will students have pre-approved funding at the time of application submission to UT Austin?
No, but past experience shows that students who are accepted by a UT Austin graduate program, AND who register early with ConTex, AND successfully navigate the CONACYT application process typically receive an award.

Is this fellowship available to Mexican-born students who have also have permanent residency status in the U.S., or multiple citizenship status including Mexican?
Yes. Mexican citizenship credentials will be required by CONACYT when applying to their scholarships. Students are also advised to contact the International Office Student and Scholar Services Office early in the process to review status requirements at UT.
Is this fellowship available to undocumented students? (i.e. DREAMers)
Because Mexican students are required to return to Mexico to complete documentation required for this fellowship, application may be difficult for DREAMers.

Students are encouraged to contact International Texas Resident Team at Financial Aid with individual financial aid questions/concerns. The International Texas Resident Team consists of Financial Aid Officers who work with undocumented students.

International Texas Resident Team
InterTX@austin.utexas.edu
(512)475-6282

Is there a blanket tuition waiver in place for all ConTex supported students?
In-state tuition will be granted to students who are awarded the ConTex fellowship.

How will the UT admissions office find out if the student receives the fellowship?
It is the student’s responsibility to advise the appropriate respective institutional financial office regarding their fellowship award. The ConTex Office will facilitate this process; contact them for further assistance.

Is there a deadline to apply for the fellowship?
Yes; please visit ConTex to review the most recent call for nominations and deadlines.

What is the ConTex fellowship application process?
Information and application instructions can be found at the ConTex website: https://contex.utsystem.edu/funding/

Will the UT Austin Admissions Office (or admitting department) need to instruct the student on how to apply for the fellowship? How will students know about the program?
ConTex is available to assist students through the application process. Students in Mexico are informed of this funding opportunity via a wide-spread advertising campaign in Mexico, via social media and other outlets.

Will (English) language training be provided?
No; Mexican students are expected to be proficient in English and meet all other admission requirements. Language instruction is not included in this fellowship program.

Note: the International Office offers further information about ESL cost-based services at: http://world.utexas.edu/esl/programs
Does the ConTex program include fellowship support for masters-level students?
Not at the moment, but this might be considered for future programs.

Does the ConTex program support existing PhD students or only new applicants to a PhD program?
It supports both existing and new, under the same guidelines.

Does the ConTex program support doctoral study in the Fine Arts?
Eligibility requirements vary year-to-year. Please visit ConTex to review the most recent call for nominations and guidelines.

Does the ConTex program only support STEM (Science, Technology, Engineering, and Math) disciplines?
No. It also supports the social sciences and Humanities. Contact the ConTex Office for clarification on a specific program or field of study.

How will I get paid?
All PhD fellowships are processed by the International Office. Questions about this can be addressed to: intlfinaid@austin.utexas.edu or the ConTex Office.

Collaborative Research Grants

Should the budget for student expenses be split depending on student origin (i.e. expenses for Mexican students working in Mexico or at UT Austin should appear under the Mexican budget) or student work destination regardless of origin (i.e. expenses for Mexican students working at UT Austin should appear under the UT Austin budget)?
Please review current ConTex application guidelines or contact the ConTex team for more information. In the past there has been no preferred method. You may look at which way does more to balance out the budgets between the two institutions, or the way that makes more sense to the PIs. If in doubt, contact the ConTex team for advice.

What type of expenses are allowed?
For a full list of allowable and unallowable expenses, visit the Call for Proposals page.

What type of expenses are NOT allowed?
For a full list of allowable and unallowable expenses, visit the Call for Proposals page.

Are postdoctoral stipends an eligible budget expense under this grant?
For 2018-19, postdoctoral stipends or salaries are eligible expenses. However, faculty applying for a collaborative research grant may encourage postdocs to submit a
separate application for a ConTex Postdoctoral Research Fellowship, naming the PI as a sponsor/mentor.

**What is the visa process for this grant and for other ConTex grant programs?**
Please visit the International Office website or send an email message to intlfinaid@austin.utexas.edu for immigration related questions.

**How will I be able to access my funds after the award has been announced?**
Once the PI’s department is informed of the award, an account will be created from which to fund the grant’s research expenses. Please contact your departmental accounting contact if you have any questions, or the Office of the VP for Research to get started. For additional support, contact the ConTex Office for guidance or your Human Resources Representative.

**How can departments assist with processing collaborative grant awards?**
Once departments are notified of an award, they must submit a new 20-account (budget group) request to the Office of Accounting. Instructions can be found on the Financial and Administrative Services website. The award letter can be submitted as backup to this request.

Postdoctoral fellowships and Collaborative Research Grant funding is distributed by the Budget Office in partnership with the Office of the VP for Research. For more information on disbursement of funds, contact: Office of the VP for Research.

### Postdoctoral Fellowships

**Which fields are covered by this ConTex fellowship?**
Please visit ConTex to review the most recent call for nominations and deadlines, and for a full description of study areas covered.

**What is the application process?**
Postdocs must contact a prospective faculty member or researcher at UT Austin to request permission to work in his/her lab or area. A list of faculty members and research staff can be found under each respective area of study: https://www.utexas.edu/academics/areas-of-study.

For additional information and the call for proposals, visit the ConTex website.

**How will I get paid?**
At the time of award, the ConTex Office will work with the VP for Research Office to request approval of a Memorandum of Understanding (MOU) from the Business Contracts Office. The MOU authorizes the transfer of award funds to UT Austin. Once your department or mentor is informed of the award, an account will be created from
which to pay you. Please contact your faculty/researcher sponsor first, if you have any questions. For additional support, contact the ConTex Office for guidance or your Human Resources Representative.

**How can departments assist with processing postdoc fellowships?**

1. Once ConTex informs the postdoc’s department head or postdoc supervisor of the award, departments must submit a new 20-account (budget group) request to the Office of Accounting:
   - Form type: Education and General
   - Type of account: 20 AUF
   - Sub-accounts: 70 Schol/Fellow (to pay the stipend); 73 Other (to pay Health Insurance)
   - Instructions can be found on the Financial and Administrative Services website.

2. If the host department or mentor committed in the proposal offer letter to cost-sharing the full amount of fringe benefits, the postdoc should be appointed under the temporary employee title of Postdoctoral Fellow (0712), and the cost-sharing account should be indicated at the time of appointment (in HRMS).

3. If there are no cost-sharing commitments, a new University Affiliate position can be set up in HRMS for the postdoc, as Research Affiliate-Postdoctoral (A010 – HRMS code)
   - The stipend is then processed from the 70-subaccout as a scholarship/fellowship payment
   - The Postdoc can be reimbursed for health insurance expenses from the 73-subaccount (postdoc must provide proof of payment). The postdoc may purchase insurance from the open market or from UT. Information about UT’s health insurance benefits can be found on the Human Resources website.
   - Procedures for Research Titles can be found on the Office of the VP for Research Policy website.