Scholarship Workflow

Legend

- Decision (diamond)
- Action (box)
- Grant (red box)

Flowchart text:

Paid by department's Grad Ops?

- No → Budget Admin add budget for department use
- Yes → Request scholarship using "Awarding a Graduate Scholarship" job aid

Budget Admin add budget for department use
- Grant → Request scholarship using "Awarding a Graduate Scholarship" job aid
- Shared or External → SFA adds item types for department use

Grant funded?
- No → Dean reviews scholarship using "Approving a Scholarship" job aid
- Yes → Notification of scholarship sent to PI of Grant for approval

Dean reviews scholarship using "Approving a Scholarship" job aid
- Denied by Dean → Request scholarship using "Awarding a Graduate Scholarship" job aid
- → SFA adds scholarships to CSS

Notification of scholarship sent to PI of Grant for approval → PI approves scholarship using "PI scholarship approval" job aid

PI approves scholarship using "PI scholarship approval" job aid
- Denied → Request scholarship using "Awarding a Graduate Scholarship" job aid
- → Notification sent to Grants Accounting for approval

Notification sent to Grants Accounting for approval
- Denied
- → Grants approves scholarship

Grants approves scholarship → SFA adds scholarships to CSS

SFA adds scholarships to CSS
- → Scholarship added to student's Bursar account as anticipated aid as bills are created
- → Student receives email, reviews scholarships

Scholarship added to student's Bursar account as anticipated aid as bills are created → Scholarship disburses