

Contacts

Academic Affairs

- cluster funding

Graduate and Postdoctoral Success (GPS)

- administer dissertation fellowships; dedicated to the academic progress, optimal success, and holistic experience of TGS graduate students and postdocs

English Language Programs (ELP)

- administer English proficiency tests, input ELP Status in SES/SmartPages, oversee ISI (International Summer Institute)

Evanston Office of Graduate Financial Aid

- federal, private, and emergency loans, AmeriCorps, Veterans/GI funding

HR/Payroll

- W-4 forms, I-9 verification, overpayment letters, cutting rush checks, tax experts, information regarding tax treaties with other countries

International Office

- process visas, registration questions related to visa status

Program Staff/Financial Assistants

- Employment letters for SSN, verification of funding for loans, mortgages

School Dean's Office

- allocate funding to programs, administer banked quarters (qualified programs only), distribute enrollment targets, 1st point of contact for funding questions, approve funding exceptions, commitment approvals

Student Finance

- tuition and fee charges, 3rd party billing, account payments, refunds

Student Health Insurance

- NU-Ship enrollment or waiver, questions about coverage, cancelling coverage, set health insurance rates

Student Services

- registration, leaves of absence (medical, general), withdrawals, dismissals, parental accommodations, fellowship awards (Ryan, Presidential, etc), application for degree, expected graduate date in SES/SmartPages, conference travel grant

TGS – General Mailbox

- U-Pass, activity fee, activity fee waivers