



DOCTORAL STUDENT ADVISOR AWARD POLICY

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The University of South Carolina and College of Hospitality, Retail and Sport Management are committed to strengthening doctoral education programs. The Provost's Office currently awards \$1,500 to the department for each doctoral student that graduates. As stated in the award letter from the Provost, these awards should be used by the departments "to support activities such as recruitment, travel to national meetings, supplements to stipends, professional development or any other activity that will support the doctoral program."

With the above in mind, the College of HRSM has established the following policy regarding usage of the doctoral student advisor award funds received from the Provost:

- Funds are to be used for HRSM doctoral students or prospective doctoral students only.
- The funds will be set aside for the doctoral advisor to use in recruiting or funding PhD student related activities. These activities include the following:
 - PhD student travel to conferences, meetings or professional development opportunities.
 - Costs associated with PhD students purchasing data or analytical software (e.g. SPSS) necessary for their coursework or research related activities.
 - Travel costs associated with having prospective PhD students visit the USC campus and College of HRSM (e.g. airfare, hotel)¹.
- The amount set aside for the doctoral advisor to allocate will coincide with the award given by the Provost's Office. For example, if the amount increases to \$2,000 (or decreases to \$1,000) per graduate then that amount will be set aside after it is received.
- The normal protocol will remain in place for approvals prior to use of funds.
- These funds will not be taxed by the College of HRSM and will carry forward until depleted. If the faculty member leaves USC, the funds will be used in accordance with the above stipulations at the discretion of the department chair.

¹The funds cannot be used for travel by the advisor for any purpose.