GDBBS Slot Allocation Process

The GDBBS slot allocation procedure takes into account the training grants and individual student fellowships that support students and help defray costs. We recognize the amount of time and effort that the training grant PI puts into writing the grant, and the work that goes into an individual student fellowship. When a training grant or student fellowship pays the stipend of a student who would otherwise be the responsibility of the GDBBS in the first 21 months, our philosophy is that it is only fair to repay the program where that student resides in the following year(s). This amount is calculated in phase I, and the stipend paid by the grant or fellowship is capped at the standard GDBBS stipend level for calculation purposes since this is the amount that relieved the GDBBS budget. The remaining slots are distributed in phase II based on the non-stipend training grant and fellowship money that supported students, the training grant eligible applications and the capacity of the faculty to train, all of which are equally weighted. All students are admitted as full-time students and occupy a slot.

Phase I: Determining the Distribution of Slots for the GDBBS

The final number of GDBBS student slots available (T) for the upcoming year is set in February after that year’s budget is set. To calculate the total slots available for general distribution (A):

- T is reduced by Director's discretionary allocations. The criteria for allocation of Director's discretionary slots may vary from year to year. These positions are usually reserved for truly exceptional applicants or to accomplish specific goals outside the allocation procedure.
- M.D./Ph.D. trainees who are in their M2 year and will become G1 students in the upcoming fall semester are handled separately from the slot allocation procedure.
- The total slots available for general distribution (A) is further reduced by the number of training grant and fellowships that supported student stipends in the first 21 months that would otherwise be the responsibility of the GDBBS. The dollar amount for each program is totaled and the equivalent value of a slot is determined. Each program can redeem full slots, with any remainder carrying forward to the next year (e.g., 1.80 slots provides 1 slot for the current year calculation, with .80 carryover to the following year). These slots are removed from the total available slots up front in recognition that these sources relieved the GDBBS from paying the stipends in the first 21 months that otherwise would have been the responsibility of the GDBBS, and is listed as “grant repayment” on the spreadsheet.
- If a Program over-subscribes its slot allocation in any one year, it loses an equivalent number of slots from future slot allocations. If a Program under-subscribes its slot allocation it can carry the under-subscribed slots over to future years. The number of under-subscriptions must be added, or oversubscriptions subtracted, in calculating the number of allocable slots (A).

In summary, the total slots available for general distribution (A) is given by:

\[ A = T - \text{Directors discretionary} - \text{training grant/fellowship repayments in the first 21 months} +/- \text{under/oversubscriptions} \]

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Phase II: Distribution of Slots to the Programs

The remaining slots (A) are then distributed based on three criteria:

- Fellowship and Training Grant Slots: all financial support provided by training grants and individual fellowships, outside of stipend support in the first 21 months, is totaled for each program. This includes tuition, fees, and health insurance.
- Training Grant Eligible Applications. To assure that Programs emphasize recruitment of training grant eligible students, and because only an extremely small proportion of international students are interviewed, only training grant eligible applicants are counted.
- Stipend Support Available: This number represents the ability of the faculty to support the stipends of new students, and could be determined by a direct survey of the faculty or from a survey conducted by each program Director.

These three criteria are weighted equally and are scaled to the number of slots remaining to be distributed (A). The total of these three categories are then added to give a total allocation for each program. The number of Director’s slots, non-GDBBS funded slots, grant repayment slots and time to degree adjustment (and possibly IMSD slots) are then added back in to give the total slot allocation per program. MD/PhD students are added in to give the target enrollment for the year.

In some situations funding is provided on a yearly basis (e.g., Winship Cancer Institute), with stipends provided for students who are currently in year one or two. In these situations slots are awarded up front as a full slot based on the commitment from the funding source. In situations where year 2 funding is not provided, it is the responsibility of the program to provide a half slot to cover year 2 funding.

Slot Recovery

- If a student withdraws or is dismissed before the beginning of the second year the Program receives a half slot rebate. It is the responsibility of the Program Director to request the half slot rebate and provide the name of the student who left. In the case where a student goes on medical leave during their first year the slot must be held until the student officially withdraws, after which the Program Director can then request a half slot rebate. No rebate will be given once a student has started their second year.
- If a student changes Programs in the first year then the new Program will assume the cost of the slot.

Admission of Students Not Receiving a GDBBS Stipend

If a matriculating student is fully supported by the PI, then the student does not count against the program’s slots (the typical case is when a faculty member moves to Emory). If the faculty member does not fulfill his/her financial obligation such that the GDBBS has to support the student, then the program bears that cost in the slot allocation process.

- If these funds come from faculty member’s funds, he/she can choose to credit this support to the Program or to receive credit in their individual Stipend Reserve Fund account.
below). If the investigator elects to receive a credit in their individual Stipend Reserve Fund, then no slot credit is given to the program.

- Once these students arrive they become part of the GDBBS and deserve the same financial and intellectual commitment as students admitted under the normal mechanism. If the source of a non-GDBBS stipend is a faculty member’s funds, special precautions need to be enacted that assure the student is not pressured or coerced to choose that faculty member as a mentor. Of course such an arrangement would only be entered into if there were a strong likelihood that the student will affiliate with the funding faculty member, but the faculty member must realize that there is a finite chance that the student will change their mind. Prior to admission under such an arrangement the faculty member must submit a letter to the Director of the GDBBS (with copies to the student and the Program) stating that the student is free to choose rotations and a mentor in the same way as all other students.