



PhD Funding for Entering Students

**Columbia University Graduate School of Arts and Sciences
International Students- Payroll**

Summer 2026

Presented by GSAS Office of Financial Aid

Today's Session

- Introduction
- Overview of PhD Funding
 - Funding Disbursement Process
- Your Responsibility
- Registration - Enrollment Categories
- Timing and Next Steps
- Q & A



Welcome to Columbia – Meet Your People

- DGS – Director of Graduate Studies
- DAAF – Director of Academic Administration and Finance \$
- Financial Aid – Departmental Liaison \$
 - <https://www.gsas.columbia.edu/content/gsas-financial-aid-contacts-department>
- Also Student Affairs, Compass, Student Life and Well-Being...

PhD Funding Overview – International

➤ Tuition and Fees

- Including Health Insurance for you and your eligible dependents (if applicable)
 - Insurance funding manually updated by Financial Aid through periodic reviews
 - Your insurance is active once charged to your student account – even if not yet paid

➤ Living Expenses

- Teaching Appointment – Salary (semi-monthly, subject to tax withholdings)
 - Summer Appointment

<https://www.gsas.columbia.edu/content/tax-information-international-students>

PhD Funding Overview

- E3B, Mathematics, and Statistics

<https://www.gsas.columbia.edu/content/fellowship-support-doctoral-students-e3b-mathematics-and-statistics>

- Other Natural Sciences

<https://www.gsas.columbia.edu/content/fellowship-support-phd-students-natural-sciences-departments>

PhD Funding Overview – Additional Resources

- Guaranteed [Columbia housing](#) for five academic years
- Full [health insurance coverage on the student plan for eligible dependents](#)
- Health insurance coverage while on an official [medical withdrawal with intent to return](#)
- [Subsidy towards optional dental insurance plan](#)
- [Accommodation for Parental Responsibilities](#)
- [Child-care subsidy](#)
- [GSAS Conference Matching Travel Fund](#)
- [GSAS International Travel Awards](#)
- Coverage of Internet fee for students in [university housing](#)
- [Printing quota upgrade](#) when not on appointment
- [Gym access](#) during funding-eligible years for the fall and spring semesters

Your Responsibility

- Rent
- Student Activities Fee: \$48 each semester
- Document Fee: \$105 one-time, first semester
- Language and Other Course Specific Fees
- Late Registration Fee: \$100
- Late Payment Fee: \$150 (first assessment), 1.5% of balance monthly
 - if related to any of the above categories or during self-funded semesters
- Withdrawal Fee: \$75

Student Financial Services will deregister students with a past-due balance.

<https://sfs.columbia.edu/content/billing-schedule>

Registration – Enrollment Categories

- Two Residence Units (RU) are required for the MA earned as part of a PhD degree
- Four additional Residence Units, for a total of six overall, are required for conferral of the MPhil, PhD, and DMA degrees.
- These six Residence Units correspond to the first three years of a PhD program.
- ***RU = Full Residence Unit (first six semesters of enrollment)***

<https://www.gsas.columbia.edu/content/phd-registration>

No tuition is assessed; no health insurance is charged; you are not a matriculated student -- until you register for the RU.

Next Steps – Prior to Registration

- **Resolve any outstanding HOLDS on your Columbia University account**
 - Immunization Requirements (start process now)
 - <https://www.health.columbia.edu/immunization-compliance-office>
 - Admissions: Official Transcripts Deadline: **August 1st**
 - Prior enrollment at Columbia – balances, administrative, check Vergil

These holds will prevent registration and disbursement of your funding.

Next Steps – Complete As Soon As Possible

- **Apply for a Social Security Number**
 - <https://isso.columbia.edu/content/social-security-number-application>
- **Open a U.S. bank account**
 - <https://isso.columbia.edu/content/resources-students>
- **Provide visa information to payroll team**
 - Respond to the email request from Foreign National Information System (FNIS)

Next Steps – Goal: Complete by Friday, July 31st (or as soon as possible upon arrival)

- **Update your address in Student Services On-Line (SSOL)**
 - Must have a *U.S. address* on record for your *LOCAL* address
 - Must have a *FOREIGN* address on record for your *PERMANENT* address
 - NOTE: Your permanent address should remain as a foreign address unless your citizenship status changes
 - Log into [SSOL](https://ssol.columbia.edu) (ssol.columbia.edu)*
 - Select Addresses: View and Update
 - Click Update under the Local Address section to make any changes

Next Steps – Goal: Complete by Friday, August 7th **(or as soon as possible upon arrival)**

Students should work directly with their department to complete and submit the required hiring paperwork.

The following forms are generally required:

- W-4 (Federal tax form)
- IT-2104 or IT2104.1 or IT-2104.E (NYS tax form)
- Work Authorization / Visa documents
- Voluntary Race & Ethnicity Form
- Invention Agreement (for students engaging in research)

- **I-9 and E-Verify**
 - The I-9 is a TWO-PART process to verify your eligibility to work in the U.S.
 - Please carefully review the information available on the below site to understand the completion process and documents that will be required to confirm your eligibility.
 - <https://humanresources.columbia.edu/I9-everify>

Next Steps – Register for Fall 2026 Residence Unit

- Registration will be available via Vergil beginning:

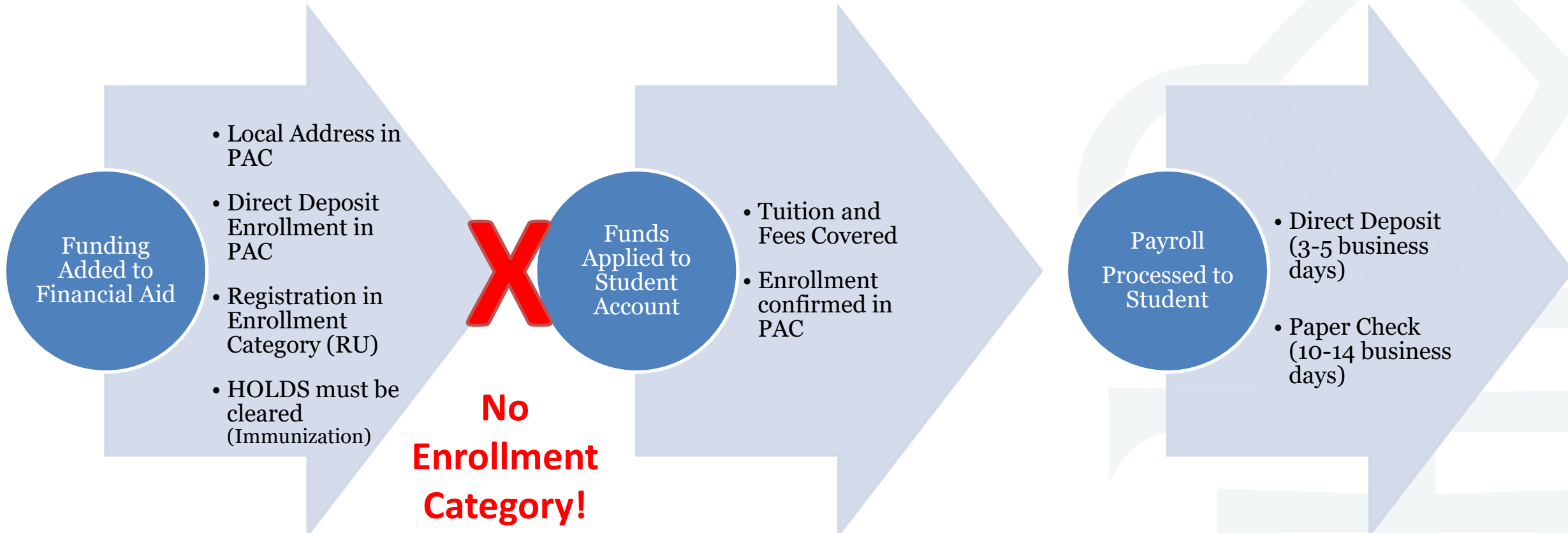
Wednesday, August 5th

- Enrollment Category = RU (Residence Unit) **Call Number 10301**
 - Registration for the RU is the trigger for your tuition and fees, including health insurance
 - You are not an enrolled student unless you are registered in the RU

Next Steps – Update Address and Direct Deposit

- If all appointment paperwork is completed on time and without issue, you should have an Active appointment in PAC (People At Columbia) **beginning September 1st**.
- Once you are active in PAC, you should complete the following steps **prior to Friday, September 11th**
- Update home address in PAC (People At Columbia)
 - Log in to [My.Columbia.edu](https://my.columbia.edu)
 - Select View or Update Your Personal Information on the Faculty and Staff page
 - Scroll down to the Resources section and click on the Personal Data Tab
 - Update your home address by clicking on View and/or Update your Personal Data
- Enroll in direct deposit
 - Follow instructions for Payroll enrollment at <https://www.sfs.columbia.edu/direct-deposit>

Funding Disbursement Process – International



Fall 2026 **Semi-Monthly Other** payroll begins with the September 21 check issue date. Pay should begin reaching students' personal accounts via direct deposit within 3-5 business days of the scheduled check issue date. [2026-2027 Payroll Calendar](#)

More Resources: Upcoming Informational Sessions

- **Columbia Health Insurance**
 - Thursday, July 23 10:00am ET
- **Student Affairs PhD Registration Q&A**
 - Thursday, July 30 10:00am ET
- **Compass Information Session**
 - TBD August

Watch for announcements in the New Student Welcome mailings

Takeaways

- **Take action now or as soon as possible**
 - Clear HOLDS – Immunization, Transcripts
 - Apply for SSN, Open a US bank account, Complete New Hire paperwork, Update address and enroll Direct Deposit
- **Importance of Enrollment Categories**
 - Register for RU beginning August 5
- **Your People are HERE**



Q&A

Contact Us: gsas-finaid@columbia.edu

Financial Aid Departmental Liaisons:

<https://www.gsas.columbia.edu/content/gsas-financial-aid-contacts-department>