

Tuition Benefits Policy for Graduate Students

Amended February 2023

This policy applies to all graduate students eligible for tuition waivers from the Graduate College/Provost's Office based on the [graduate assistantship classification](#). Throughout this document these students are referred to as *graduate assistants*. For graduate assistants hired in nonacademic units, prior approval from the Dean of the Graduate College is required for tuition benefits.

Graduate assistants are eligible to receive tuition benefits for up to 27 credit hours in a given academic year, provided **all requirements** listed below are met:

1. The appointment period must be continuous within the official beginning and ending dates of the academic semester or summer session.
2. The level of tuition benefit available to students is driven by the FTE of the appointment and enrollment status.
 - a. To receive 100% tuition benefits in the fall and spring semesters, students must have a 0.5 FTE appointment (20 hours per week) and be classified as full-time graduate students. (Refer to the [Full-Time Graduate Student Classification Status](#)).
 - b. Students who have met the conditions in (a) above during the previous fall or spring semester may receive 100% tuition benefits during the summer term with no minimum enrollment requirement provided they have at least a 0.25 FTE appointment.
 - c. Students with FTE employment conditions between 0.25 and 0.50 may receive a prorated tuition benefit based on the [FTE appointment and enrollment status](#).
 - d. Except as provided by (b) above, students with an enrollment status less than full time (as defined by the [Full-Time Graduate Student Classification Status](#)) are eligible to receive 50% tuition benefits provided their appointment is at least 0.25 FTE.
3. All credit hours paid by this tuition benefit must be for coursework necessary to complete the graduate degree.
4. The maximum number of credit hours for which graduate students can receive tuition benefits is set at 10% above the published credit hour total for the degree program. Courses taken to remove deficiencies as indicated on the Plan of Study are allowable and do not count toward the 10% limit.
5. An approved Plan of Study is required to receive tuition benefits beyond the second semester of the assistantship. Students receiving tuition benefits as part of an assistantship are required to file a Plan of Study and obtain final approval from the Graduate College by the end of the second semester of the assistantship.
6. Students must maintain a cumulative GPA of 3.00 based on the degree requirements as stipulated on the approved Plan of Study.

II. Please note the following conditions:

- a. Although the tuition benefit can cover up to 27 credits per academic year, the maximum tuition waiver that will be applied to a student's account is 10 credits in any given semester. If a student is graduating in the current semester up to 12 credits of tuition waivers may be applied without a Form 10 petition. Programs requiring enrollment in 30 credit hours in an academic year (as indicated in the university catalog) will be granted tuition benefits to cover these credits.
- b. Due to our limited tuition waiver budget, approval of tuition waivers is not automatic, and upon review of waiver request, the Graduate Dean may deny tuition waiver benefits.
- c. Any non-resident graduate assistant with minimum of 0.25 FTE will be charged an out-of-state nonresident fee of \$0.00. It is the graduate assistant's responsibility to pay **all** student fees. Tuition waivers do not cover local fees and other student fees.
- d. Graduate assistants who resign or terminate their assistantship before the end date of their employment period will forfeit all their tuition benefits and must repay the university the full amount of tuition paid by this benefit for the term in which they were enrolled.
- e. The last day to receive tuition benefits in any given semester is the "last day to drop/add courses without consequences" as indicated in the FAU academic calendar. After this date students will not be eligible to receive tuition benefits in that semester. If a graduate assistant is hired after the date the tuition and fees are due, the graduate assistant is responsible for paying the tuition and fees. When the graduate assistant is fully hired and onboarded, the hiring department should notify the Graduate College to determine if the student meets the tuition waiver eligibility requirement. If the graduate assistant is eligible, prior approval from the Graduate College is required to apply the tuition benefit.
- f. To use tuition benefits for a graduate research assistants (GRAs) position, prior approval by the Dean of the Graduate College is required using Forms 20 and 21. When faculty submit grant applications in which the budget includes stipend funding for a GRA position, then the Principal Investigator(s) is expected to also budget for the GRA's tuition at the in-state rate. Exceptions will be considered if the funding agency states that tuition is not an allowable budget item.
- g. To use tuition benefits to support graduate teaching assistants (GTAs), prior approval by the Dean of the Graduate College is required.
- h. To award an assistantship, both the stipend and accompanying tuition benefit must be available. The amount of the tuition benefit cannot be manipulated, reduced, or eliminated to fulfill this requirement.
- i. During the fall and spring semesters, graduate assistants may not work more than a combined total of 20 hours per week for all appointments. However, graduate assistants may work additional hours with prior approval by the Dean of the Graduate College using Form 10 – Request to Waive a University Requirement.
- j. Graduate assistants in their last semester of study should only enroll only in the number of credit hours necessary to fulfill their degree requirements. Graduate assistants who have completed all degree requirements as listed on their Plan of Study can enroll only in one thesis/dissertation credit hour to complete their thesis/dissertation while remaining eligible for 100% tuition benefit. International students affected by this policy must consult with the [ISSS Office](#) regarding the Reduced Course Load requirements to assure compliance with U.S. Immigration laws.

- k. A reduced enrollment status can impact disbursement of financial aid and qualification for health insurance, depending upon the rules of the lending institution and insurance provider. It is the responsibility of the graduate assistant to know the enrollment status requirements of individual lending institutions and insurance providers.
- l. Exceptions to these requirements may only be made with prior approval by the Dean of the Graduate College.