

Eligibility Guidelines for Graduate Assistants to Receive Tuition Benefits

Graduate assistants are eligible to receive tuition benefits for up to 27 credit hours in a given academic year, provided **all six 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 assistantship or combination of assistantships in one or more departments must total at least 0.25 FTE, which is a minimum of 10 hours of work per week (but not more than 0.50 FTE or 20 hours per week).
3. The minimum stipend must be at least 25% of the academic college's 0.50 FTE stipend average, but not less than \$3,200 per academic year.
4. The student must be enrolled in a sufficient number of credit hours to be classified a full-time graduate student and remain so throughout the duration of the assistantship period.*
5. The student must maintain a cumulative GPA of 3.00 or above.
6. All credit hours paid by this tuition benefit must be necessary to complete the student's graduate degree. (Required pre-requisite courses, and thesis and dissertation credit hours beyond the minimum required to complete the degree are acceptable provided they are deemed necessary by the student's academic advisor).

Exceptions to these requirements may be made with prior approval by the Dean of the Graduate College.

Graduate assistants who resign or terminate their assistantship prior to completing the continuous employment period will forfeit all their tuition benefits for the term in which they were employed and must repay the university the full amount of tuition paid by this benefit.

Graduate assistants may not work more than a total of 20 hours per week for all appointments combined during the fall and spring semesters. 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 Regulation.

*** Exceptions to requirement 4 for AY 2009-2010 and beyond:** Graduate assistants in their last semester of study are to 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, but must remain enrolled in order to complete their thesis or dissertation, are to enroll only in one thesis/dissertation credit hour. Graduate assistants who take reduced credit hours under these conditions are considered equivalent to full-time graduate students and are to receive full benefits accordingly. International students affected by this policy must submit the Reduced Course Load form in the ISSS Office in order to remain in compliance with U.S. Immigration laws.

It is always the student's responsibility to pay **all** student fees.