

College of Arts and Sciences Graduate Assistant Stipend and Waiver Policy

Principle:

Graduate assistantships and tuition waivers are reserved for full-time students who are fully engaged in their programs of study as indicated by their academic commitments (i.e., their level of enrollment), and their level of commitment to meeting the needs of the department (i.e., their duties as reflected by the level of their stipends).

Implementation:

Graduate assistantships, for some combination of classroom teaching, laboratory teaching, other forms of teaching assistance, and research assistance are awarded on a competitive basis to students enrolled in the College's graduate programs. A student must be enrolled to receive an assistantship; to receive a tuition waiver, the student's enrollment and stipend must meet standards set by the College as described below.

Graduate stipends may be awarded on annual or term-by-term bases. To qualify for a tuition waiver, the following standards for stipend levels must be met:

1. Students enrolled in master's programs must be awarded minimum annual (12 mo.) stipends of \$5,000. On a term-by-term basis, this stipend level amounts to \$2,000 each for the fall and spring terms and \$1,000 for the summer. (These are the university minimum levels to qualify for a full tuition waiver and, under no circumstances, can a full tuition waiver be awarded with a lower stipend level.)
2. Students enrolled in Ph.D. programs must be awarded minimum annual (12 mo.) stipends of \$12,000. This stipend level amounts to \$1000 / mo; thus, the minimum stipend is \$4,500 each for the fall and spring terms (4 ½ months) and \$3,000 for the summer (3 months).

Tuition waivers are applied on a term-by-term basis. To qualify for the tuition waiver in a term, the following enrollment standards for that term must be met:

3. All Ph.D. students in A&S with tuition waivers must enroll for at least 18 hrs in fall / spring semesters, and a total of 15 hrs maymester and summer combined.
4. Departments should encourage all master's students with tuition waivers to enroll at the levels indicated above for Ph.D. students. However, many master's programs do not have an extensive set of research courses available. Consequently, all master's level students must enroll for at least 15 hrs in fall / spring semesters, and a total of 9 hrs in maymester and summer combined.
5. Students in A&S programs who receive full tuition waivers from other colleges or areas of the university also must enroll according to the A&S standards listed above.
6. A&S does not grant partial tuition waivers. However, any A&S students receiving partial waivers from other colleges or areas of the university must enroll according to the university policy (6 hrs or more per academic term).
7. On the basis of university policy, in no case will a student be allowed to retain a full tuition waiver with an enrollment below 9 hrs in fall / spring or 6 hrs in summer.

Exceptions:

In individual cases, departments may request an enrollment level below those set above on the basis of extenuating circumstances. Normally this would occur during the term when it became necessary for the student to drop a course for some reason approved by the department.

Monitoring:

The College will monitor enrollment and stipend levels for students with tuition waivers and will notify any students for whom these levels fall below the standards described above. Also, the students' home departments will be notified at the same time. The first notification will occur during the last stages of registration before classes begin with the second later, but while it still will be possible for students to increase their enrollment and for the departments to increase the stipends.

Consequences:

After mid-term, tuition waivers will be revoked for any students whose enrollment or stipend levels do not comply with the standards listed above. As a result, the students will be billed for the tuition costs for that term.