

Department of Educational Leadership and Policy Studies Policy for Graduate Assistantships and Tuition Scholarships

Students must be eligible to work in the United States and cannot exceed any hourly work limitations placed on them by the visa they hold.

Students must show satisfactory progress in their degree program (completion of courses – 6 credit hours each fall and spring and a total of 15 credits per academic year, minimum 3.0 GPA) to receive ELPS graduate assistantships and tuition scholarships.

M.Ed. students may receive graduate assistantships and tuition scholarships for up to 4 semesters.

M.S. students may receive graduate assistantships and tuition scholarships for up to 6 semesters.

Ph.D. students may receive graduate assistantships and tuition scholarships for up to 8 semesters.

Students cannot receive more than 10 semesters of graduate assistantships and tuition scholarships (summer session do not count in the total).

A student with external funding and Major Professor and the Department Chair may consider individual (?) circumstances.

Graduate assistantships are typically 50 percent appointments (20 hours/week), occasionally maximum of 75%.

All graduate assistants are required to attend the ELPS graduate assistant orientation at the beginning of their appointment.

Graduate assistantships typically end when the period of appointment is concluded and the term of the assistantship agreement fulfilled.

Graduate assistants must be reviewed in writing and in person annually by their supervisor.

Graduate assistants may be terminated for the following reasons:

- Financial constraints
- Resignation by student
- Failure of graduate student to perform assigned duties adequately
- Failure to make satisfactory research progress toward degree completion as determined by the student's POS Committee

Graduate assistantships are tied to focal areas. Therefore, students that change their areas of study may lose graduate assistantships and tuition scholarships from their initial focal area.

If a graduate assistant withdraws from classes during a semester and thus fails to fulfill the credit requirement for assistantships, tuition may be rescinded, and students may be responsible for returning all or a portion of funds to the University.