

TUITION FELLOWSHIPS FOR GRADUATE STUDENT EMPLOYMENT

Four types of graduate student employment are available at Frostburg State University: Graduate Research Assistants, International Fellowships, Graduate Assistants, and Graduate Associates.

Graduate Associates are work-for-pay individuals as arranged by a department or an administrative office. Funds to support the Graduate Associates come from the budget of the sponsoring division, department, or office. No tuition fellowships are provided. However, the sponsor may use budgeted or other sources of funds to pay the students' tuition.

ELIGIBILITY

Tuition fellowships (waiver of tuition for enrollment in course work leading to a graduate degree) are provided uniformly for only three categories of student employment: Graduate Research Assistants, International Fellowships, and Graduate Assistants. The students employed in these categories are supervised by academic departments, the Department of Athletics and offices/departments as approved by the Dean of Enrollment Management. Offices and departments with the funds for stipends may be approved for assistantships when they demonstrate the assignments contribute to the students' professional goals and complements their program of study. The budget for tuition fellowships may not be exceeded by the Dean of Enrollment Management.

REQUIREMENTS

The recipients must be:

- * Fully admitted to a graduate degree program
- * Enrolled as a full-time student:
 - nine to twelve graduate credit hours per semester in the academic year
 - at least three graduate credit hours in a summer session or nine graduate credit hours if an MBA student
- * Enrolled in graduate or required undergraduate courses leading to the degree program into which the student is admitted
- * Enrolled in no more than 30 graduate credits annually for tuition waiver.

PROCEDURES

- * From the pool of applicants, those faculty researchers,

graduate

programs coordinators, and directors of
offices/departments select
the highest quality and the most distinctive students,
who are
appropriate for appointment, and then notify in writing the
Dean of
Enrollment Management of their selection.

* The Dean of Enrollment Management initiates contracts
to those

selected with copies to the students'
advisor/supervisor of
activities.

* The graduate students will prepare their registration
materials

with their program advisor/supervisor.

* The Graduate Assistants and International Fellows gain the
Dean of

Enrollment Management's signature on the Tuition
Fellowship form

then submits the registration form. The Dean will
send the

completed Tuition Fellowship form to the Business
Office.

Ref. BOR VIII - 2.60