

UNLV Graduate College

Graduate Assistant Program Information, 2007-2008

Eligibility Guidelines:

- Graduate students must perform research or teaching duties related to their scholarly development in order to be classified as graduate assistants.
- The Six credit minimum rule: Graduate Assistants must be enrolled in a minimum of six graduate credits in order to receive a tuition waiver. If during the course of the semester a student- due to health, family or other documented crisis- must withdraw from a course resulting in a less than the minimum six graduate credit course load, the student must immediately notify the Director of Graduate Financial Services in the Graduate College. The student will be allowed to maintain their assistantship, with approval of their Graduate Coordinator and the Graduate College, and be expected to make up the deficient number of credits the following semester in order to maintain their GRA or GTA. Please note that a GA may never fall under the minimum of three credits in any one semester while maintaining their assistantship.
- Probation policy: Students who hold a GRA or GTA and are placed on academic probation may only continue in their Assistantship position with full approval and support of their Graduate Coordinator and nominating department, as well as the Graduate College.
- Provisional Status: A Graduate Research or Teaching Assistant may be hired on a provisional basis. However, the contract may be terminated if the student does not meet the requirements of the provisional admissions within one academic year.

Contracts:

- Part-time graduate assistantships cannot be awarded.
- In keeping with the university fiscal year, all 12 month contracts must be awarded from July 1, 2007 until June 30, 2008.
- Single semester contracts are permitted, but we strongly recommended that students be hired on at least 9 month contracts if possible.
- All grant and state graduate assistantships must be paid a minimum rate of \$10,000 per academic year for Masters level students or \$12,000 per academic year for Doctoral students.

Deadlines:

- The due date for Deans to submit their Excel file detailing how GA stipend money will be allocated to each department within your college is February 28th, 2007.
 - If the summary form is not submitted by the February 28th due date, the college's department by department allocations will default to the previous 2006-2007 amounts.
 - The due date for graduate departments and units to submit their Excel file which details how each department plans to spend their allotted GA money is April 15th.
 - For now, the due date for submitting GA request forms for returning graduate assistants is April 15th.
 - A Dean's Assessment report detailing how the stipend money was utilized, and providing rationales for stipend levels and distribution, will need to be submitted to Eric Lee by November 15th for the fall allocations and April 15th for the spring allocations.
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