

UAM OPERATING PROCEDURE 520.5
RE: Graduate Assistantships

February 7, 2006
Revised: February 12, 2008
Revised: July 11, 2011
Revised: February 24, 2020
Revised: July 1, 2021

The University provides a number of graduate assistantships. To be eligible for an assistantship the applicant must be eligible for Graduate School enrollment. The recipient is required to be enrolled in or eligible for admission to a specific graduate degree program. Applicants admitted conditionally because they lack undergraduate prerequisites are also eligible.

Teaching assistants are expected to teach 36 hours during the regular semester or summer session in which they hold a graduate assistantship. Non-Teaching assistants are assigned work hours by the supervisor to insure that fair labor and minimum wage standards are followed. Graduate Assistants may not hold a concurrent graduate work-study position or another graduate assistantship.

Stipends for graduate assistants vary depending on the graduate level of the applicant, the credentials of the applicant, and the service to be rendered. Stipends will be a minimum of \$6375 for a nine month academic year or \$708 per month for any appointment greater than or less than nine months.

A graduate assistantship may be granted during the summer, if the graduate student had a graduate assistantship during the spring preceding the summer appointment or has an appointment for the fall following that summer. UAM graduate tuition and all fees will be waived for the regular semester or summer session during which a student holds an assistantship. The UAM graduate tuition and fee waiver is limited to 18 hours in an academic year. Exceptions to the standard class load of six hours in the Fall and Spring semesters and three hours in a Summer term may be granted with the approval of both the graduate assistant's supervisor and unit head provided that the 18 hour maximum is not exceeded.

Graduate Assistants are expected to earn not less than six (6) semester hours of credit toward their graduate degrees during a regular semester and not less than three (3) hours of credit during a summer session. Exceptions, for unusual circumstances, must be recommended, in writing, by the appropriate academic unit head or university administrator and approved by the Provost and Chancellor.

Reappointment is contingent, in part, upon continued eligibility for graduate enrollment, satisfactory progress toward meeting degree requirements, and satisfactory performance of duties. Graduate assistants are expected to complete their degree programs in a timely fashion.