



The Graduate School

Assistantship Criteria Exception Form

Hiring for or renewing graduate assistantships for students who do not meet the eligibility requirements requires this form to be filled out, signed, and turned into the Graduate School.

Student Name: _____ Student N#: _____

Graduate Program: _____ Term: _____ Year: _____

Department Contact Name: _____ Department Contact Title: _____

Assignment: (Check one only)

- GA (Non-Teaching)
- GA (Teaching Support)
- GA (Supervised Teaching)
- Graduate Teaching Assistant
- Graduate Teaching Associate
- Graduate Research Assistant

Reason for Exception (Eligibility requirement not met)

- Cumulative GPA below 3.0
- Not enrolled full time (9 hours masters, 6 hours doctoral) * *not required for summer enrollment*
- Working more than 40 biweekly hour (no exception can be allowed for international students on F-1 visas)
- Other (explain below)

Please include any relevant notes explaining the request for exception:

Required Signatures:

Graduate Program Director/Advisor

Date

College Dean

Date

Graduate School Dean

Date

For Graduate School Use

Processed by

Date