

CSP DEPARTMENT – GRADUATE ASSISTANT

APPLICATION

Application for Fall Spring Year:

Name: _____

Address: _____

City/State/Zip: _____

Program: _____

Eligibility:

1. Must be a full time graduate student during the period of employment;
2. Must maintain a QPR of at least 3.0;
3. Must be available in late afternoon/early evenings

Application materials needed:

1. This application
2. Current resume
3. List days and times available

Draw X's through times when you will NOT be available because of class or other obligations:

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY
2:00-5:00				
5:00-7:30				
7:30-10:00				

Describe your current knowledge/ skill level for each of the following:

Computer

Word Processing

Database/ Spreadsheet

Internet

Email

Doing library searches (use of EbscoHost, ERIC, PsychLit, etc)

Video Equipment (camcorders, VCR, etc.):

SOUTHERN CONNECTICUT STATE UNIVERSITY GRADUATE ASSISTANTSHIPS - POLICIES

1. Purpose

The fundamental purpose of graduate assistantships is to allow well qualified, matriculated graduate students to participate in institutional activities which are academically relevant to the student's program of studies. All graduate assistantships should provide an academically relevant sequence of experiences in teaching, research, public service or some combination of these activities. There should be a clear integration of research and scholarly competence with the duties of the assistantship.

2. Availability

Each year the University budgets a fixed amount of funding for graduate assistantships. Demand far exceeds the ability of the University to support graduate assistantships. The Vice President for Academic Affairs makes annual allocations of funds and load hours to the School Deans. Allocations are made on the basis of contribution to the mission of the University, present University priorities, and past experience. The deans are responsible for allocations and reallocations within schools. Student applications for graduate assistantships are made through the appropriate graduate program to the dean of the school.

3. Eligibility

Any full time, matriculated, SCSU graduate student, in good standing may be awarded a graduate assistantship. Failure to maintain a QPR of 3.00 will result in loss of eligibility and termination of the assistantship.

4. Stipend

The standard stipend allocation for a full time graduate assistantship at SCSU is \$2400 per semester and involves 8 load hours per semester. The standard stipend allocation is \$300 per load hour. As a general rule, one load hour of credit requires three hours per week of service during the period of appointment.

A full-time graduate assistant can receive a maximum of eight load hours but at the discretion of the dean and program director may receive 5, 6 or 7 load hours

A half time graduate assistantship allocation at SCSU is \$1200 per semester and involves 4 load hours per semester. A half time graduate assistant may receive 3 load hours. The minimum award is three load hours per semester.

In unusual circumstances, with the concurrence of the Vice President for Academic Affairs, a dean may combine the stipend for two full time assistantships into one maximum assistantship of \$4800 per semester. This must be done within the dean's allocation and will result in one less assistantship for that school.

Assistantships also may be augmented, with the concurrence of the Vice President for Academic Affairs, using grant or contract funds up to a maximum of \$4800 per semester. Such augmentation does not decrease the number of assistantships available.

Stipends for graduate assistantships do not include negotiated fringe benefits.

5. Tuition and Fees

Graduate assistants are required to pay full-time tuition and that portion of the University General Fee attributable to student accident and sickness insurance (except that the portion attributable to sickness insurance may be waived on the basis of alternate coverage) but all other fees imposed by the Board of Trustees except applied music fees are waived.