

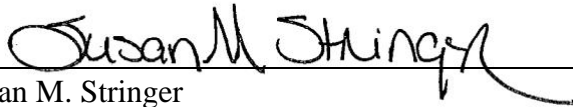
- (A) **Applicability.** These rules apply to all graduate tuition scholarships, assistantships and fellowships distributed by the graduate school using university general funds. They do not apply to similar awards or compensation earned from other sources of funding. However, units supporting graduate students from other funding sources are urged to treat these rules as best practices in the administration of all graduate awards. In all cases, regardless of the source of funding, students shall be informed of the terms and conditions of all graduate awards.
- (B) **Purpose of awards.** Graduate awards to a student should be regarded as support for an apprenticeship period during which the student enhances his or her scholarly and professional skills. Any assignments that result from a graduate award must be consistent with the student's academic pursuits.
- (C) **Types of awards.** Awards are based on academic merit, and the graduate assistant is first and foremost a student. Awards are made to students who have attempted fewer than one hundred seventy-four semester graduate credit hours. Award types include:
 - (1) University graduate scholarships that cover instructional and/or general fees;
 - (2) Graduate assistantships that provide a stipend that obligates the student to specified research, teaching, service or administrative responsibilities;
 - (3) Fellowships that provide a stipend without research, teaching, service or administrative obligations.
- (D) **Eligibility criteria for awards** must be published by graduate programs that make awards and appointments.
- (E) Students who receive a university graduate scholarship but no graduate assistantship or fellowship shall not be assigned duties that are not required of unsupported students.
- (F) **Terms and conditions of appointments.** Offers of graduate awards shall be conveyed to students as promptly as possible in writing and shall contain

information about the amount and duration of the award, a general description of the obligations and responsibilities accepted by the student as part of the award, a reference to sources of information about academic requirements for degree completion, a description of the conditions under which either the student or unit may terminate the award prior to its end-date, and criteria for reappointment.

- (G) Students receiving graduate assistantships are required to register for at least twelve graduate credit hours each semester of the academic year.
- (H) Students receiving university graduate scholarships who register for over eighteen credit hours per semester are subject to tuition and general fee charges for the excess hours.
- (I) Minimum stipends are set by the vice provost and university dean of the graduate school.
- (J) Procedures and policies related to termination, temporary absence and reappointment are described in the university graduate handbook.
- (K) Graduate assistantship awards obligate awardees to no more than an average of twenty hours per week of services. These services must make a substantive contribution to the student's academic and professional development.
- (L) Students with graduate awards have the right to engage in collateral employment so long as it is consistent with the university of Cincinnati's collateral employment policies.
- (M) Graduate assistants are entitled to a discount at the university bookstore.

Effective: September 15, 2012

Certification: _____


Susan M. Stringer
Executive Assistant to the Board of Trustees and
Senior Vice President for Administration and Finance

Date: August 30, 2012

Promulgated under: R.C. Section 111.15
Statutory authority: R.C. 3361.
Rule amplifies: R.C. 3361.
Prior effective dates: March 16, 1978
December 19, 2001
July 23, 2004
April 18, 2005
July 13, 2007
April 7, 2008