

Missouri State

U N I V E R S I T Y

GRADUATE ASSISTANTSHIPS

A number of graduate assistantships are made available each year to assist students with expenses while studying for advanced degrees at Missouri State University. Students who are enrolled as non-degree seeking, post baccalaureate or in any other non-graduate degree enrollment classification are ineligible for assistantships.

Benefits - The graduate assistantship provides a student with a minimum stipend of \$6,780 for the 2006-07 academic year (nine months) and, in some departments, a higher stipend is available. A limited number of assistantships are available during the summer. The minimum stipend for the 2007 summer assistantship is \$1,695.

Fee-Waiver Scholarships – Students who receive graduate assistantships are also eligible for fee waiver scholarships if appointed by September 15 (fall semester or academic year GA) or February 15 (spring semester GA). Fee waivers are intended to cover graduate courses required on the Advisor Approved Program of Study. The maximum cumulative credits allowable with fee waiver scholarship assistance will not exceed ten percent beyond the credit hour requirements of the degree program. Upon review, courses which do not meet this guideline will result in loss of the fee waiver benefit for such courses. In rare situations, with special permission of the Graduate Dean, undergraduate courses mandated by the advisor to complement a student's program of study may also be covered by the fee waiver. Fee-waiver scholarships are for up to 15 hours of graduate course work for each of the fall and spring semesters. Those receiving summer term fee-waiver scholarships have fee coverage for up to 6 hours of graduate course work. Students appointed on a graduate assistantship during the spring semester are eligible for a fee waiver scholarship during the following summer term. This eligibility does not depend on having a summer graduate assistantship. For fee-waiver purposes, credit hours taken in the intersession prior to the semester are part of the allowable fee-waiver limits of that semester (i.e., 15 hrs limit in fall, 15 hrs limit in the spring; 6 hrs in summer). Please note that the GA fee waiver scholarship covers only credit hour fees and student services fees. It does not cover special course fees, student health insurance, books, or other miscellaneous fees.

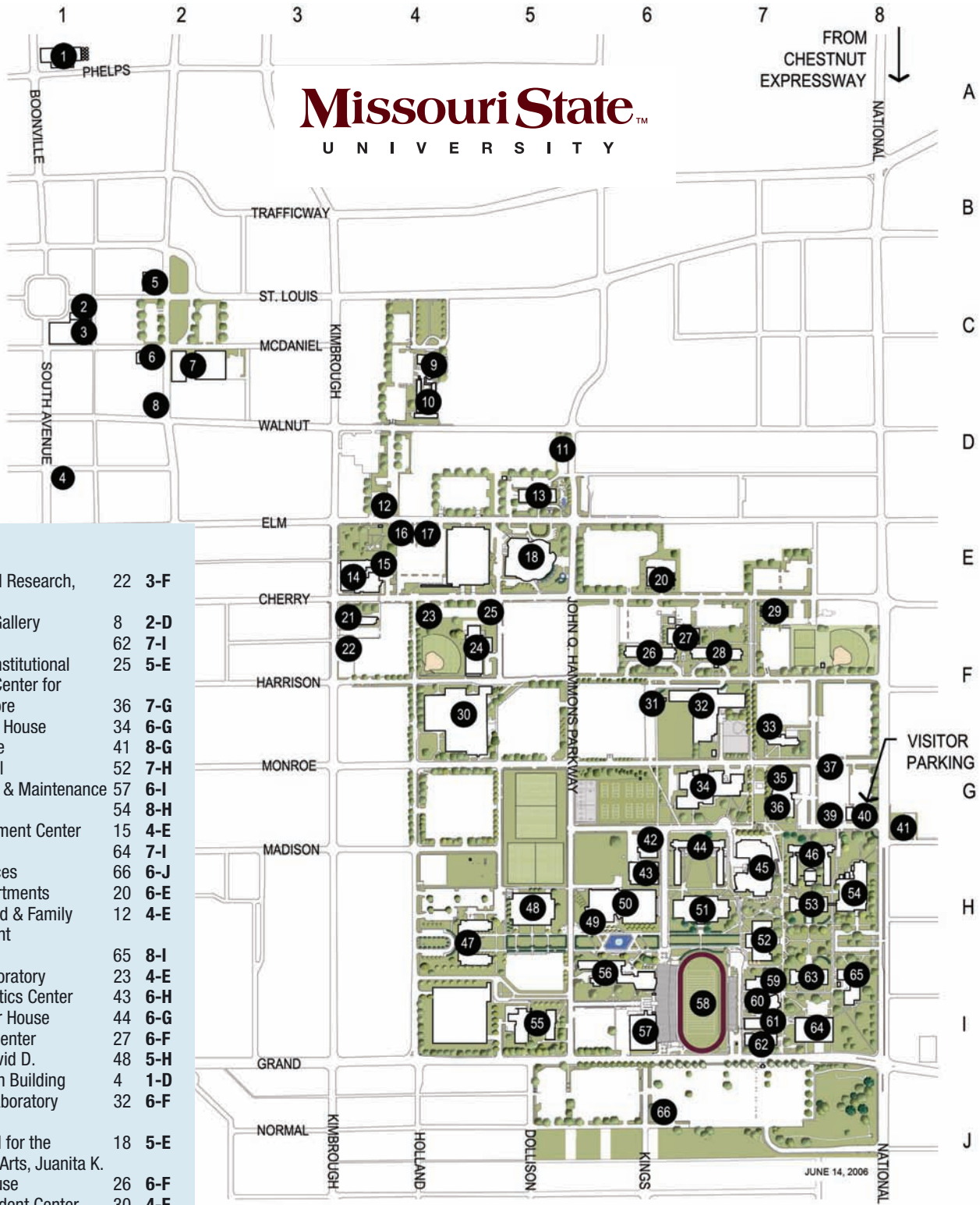
Eligibility and Requirements - To be eligible for a graduate assistantship, a student must be admitted into a degree program and have at least a 3.00 grade point average on his/her undergraduate cumulative, last 60 hours, or 9 hours of graduate work. Students who receive an assistantship must be enrolled in a minimum of 6 hours of graduate-level course work (500-800 level) during a regular semester. Summer graduate assistants must enroll for at least 3 hours of graduate-level course work. A student in a masters degree program may hold an assistantship for a maximum of two years (including fall, spring, and summer), and a student admitted to certificate program may hold an assistantship for two semesters. A student is eligible for a third year of assistantship support if she or he has completed all requirements for a masters degree and enrolls in a second masters degree or a graduate certificate program. Also, a student in a doctoral program is eligible for a third year of assistantship support. Graduate assistants are not eligible to work at any other paid position at Missouri State University during the time of their assistantship. Assistants must maintain a 3.00 GPA to continue eligibility.

Availability - Graduate assistantships are offered in both academic and administrative areas. Assistantships provided through academic departments typically involve either teaching or research responsibilities. Assistantships in administrative offices involve a variety of office-specific tasks.

Application - To apply for an assistantship, the student must submit an application directly to the department/office in which an assistantship is sought. It is important to check with the department/office before applying as there may be additional requirements such as letters of recommendation.

Procedures - Once you have been notified by the department or office that you are being offer an assistantship, you should wait to receive confirmation and additional information from the Graduate College. You will receive an award letter and an *Employment Appointment Form*. The *Employment Appointment Form* must be returned to the Graduate College in a timely manner in order to process your fee waiver and to ensure that your paycheck is not delayed.

Appointment Period – Assistantships begin the week prior to classes and continue through graduation. Graduate assistants work 20 hours per week on average. Specific hours of employment are arranged between the student and the supervisor. Graduate Assistants are not eligible to hold any additional on-campus positions other than their graduate assistantships during the time of their appointment.



LEGEND

Archaeological Research, Center for	22	3-F
Art & Design Gallery	8	2-D
Art Annex	62	7-I
Assessment/Institutional Research, Center for	25	5-E
Baker Bookstore	36	7-G
Blair-Shannon House	34	6-G
Burgess House	41	8-G
Carrington Hall	52	7-H
Central Stores & Maintenance	57	6-I
Cheek Hall	54	8-H
Child Development Center	15	4-E
Craig Hall	64	7-I
Custodial Offices	66	6-J
Dogwood Apartments	20	6-E
Early Childhood & Family Development	12	4-E
Ellis Hall	65	8-I
Forensics Laboratory	23	4-E
Forsythe Athletics Center	43	6-H
Freudenberger House	44	6-G
Garst Dining Center	27	6-F
Glass Hall, David D.	48	5-H
Great Southern Building	4	1-D
Greenwood Laboratory School	32	6-F
Hammons Hall for the Performing Arts, Juanita K.	18	5-E
Hammons House	26	6-F
Hammons Student Center, John Q.	30	4-F
Hill Hall	63	7-I
Hutchens House	28	7-F
Jordan Valley Innovation Center	1	1-A
Karls Hall	61	7-I
Kemper Hall	55	5-I
Kentwood Hall	9	4-C
Kentwood South Apartments	10	4-D
Kings Street Annex	42	6-G
Levy/Wolf Building	2	1-C
Madison Hall	40	8-G
McDonald Hall & Arena	51	6-H

Meyer Alumni Center, Kenneth E.	7	2-C
Meyer Carillon, Jane A.	49	5-H
Meyer Library, Duane G.	50	6-H
Monroe Hall	37	8-G
Morris Center for Continuing Education, Jim D.	6	2-C
One-Room School House	31	6-F
Park Central Office Building	3	1-C
Physical Therapy Building	21	3-F
Plaster Sports Complex, Robert W.	58	6-I

Plaster Student Union, Robert W.	45	7-H
Power House	60	7-I
Professional Building	14	3-E
Pummill Hall	59	7-I
Safety & Transportation Offices/Police Substation	16	4-E
Scholars House	29	7-E
Siceluff Hall	53	7-H
Strong Hall	47	4-H
Student Exhibition Center	11	5-D
Sunvilla Tower	13	5-D

Taylor Health & Wellness Center	35	7-G
Temple Hall	56	6-I
Transit Operations Center	17	4-E
University College Hall	39	8-G
Visitor's Booth	38	8-G
Wehr Band Hall	24	4-F
Wells House	46	7-H
Woodruff Building	5	2-C
Woods House	33	7-F