

FINANCIAL ASSISTANCE

GRADUATE ASSISTANTSHIPS

Graduate assistantships are available in many areas to assist graduate students with expenses and to enhance the learning experience. Graduate assistantships are offered in both academic and administrative areas and involve teaching, research, and/or administrative responsibilities. The assistantship assignment is typically related to the student's program of study. Some openings are posted on the Graduate College website graduate.missouristate.edu (under Financing Graduate School). As this is not an exhaustive listing, students are encouraged to contact departments and offices directly regarding openings.

Assistantships begin the week prior to classes and continue through graduation. Specific hours of employment are arranged between the student and the supervisor.

Stipends: The graduate assistantship is generally 20 hours per week and provides a minimum stipend of \$7,340 for the 2009-10 academic year (nine months), and in some disciplines, stipends of \$9,730 will be awarded. A graduate assistant must complete a minimum of 6 hours of graduate course work (600-level or above) during each semester of appointment on an assistantship. Some departments or administrative units may require graduate assistants to be enrolled for more than 6 hours of course work in a semester. In rare case, an assistantship may be awarded at quarter-time (10 hours per week) and would pay half the normal stipend.

A limited number of graduate assistantships are available during the summer session. A graduate assistant appointed for the 2010 summer session will receive a stipend of either \$1,835 or \$2,432. Summer graduate assistants must complete a minimum of 3 hours of graduate course work (600-level or above) during the summer session.

Students who apply for graduate assistantships are also eligible to receive a fee-waiver scholarship (see Fee-waiver Scholarships section). Note that graduate assistant paperwork must be received in the Graduate College by September 15 (for Fall semester) and February 15 (for Spring semester) for the student to be eligible for the fee-waiver scholarship.

Application: An application for a graduate assistantship must be submitted directly to the department in which the assistantship is sought. It is wise to check with the department before applying. Application forms are available on the Graduate College website or from the Graduate College (Carrington Hall 306). Information requested from an applicant includes employment and academic history and references. Departments employing graduate assistants may request additional information.

Eligibility: Since the primary purpose of graduate assistantships is to aid students in the pursuit of advanced degrees, a student must be admitted into a graduate degree program or graduate certificate program at Missouri State to be eligible. Eligibility ends once the Advisor Approved Program of Study is completed. A minimum GPA of 3.00 on the undergraduate cumulative, last 60 hours, or graduate cumulative (minimum of 9 hours) is required. A student in a master's degree program may hold an assistantship for a maximum of two years (including fall, spring and summer) and a student admitted to a graduate certificate program may hold an assistantship for two semesters. A student is eligible for a third year of an assistantship support if he/she has completed all requirements for a master's degree and is admitted to a second master's degree or graduate certificate program. Also, a student in a doctoral program is eligible for a third year of assistantship support. **Students with 20 hours per week graduate assistantships 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 maintain eligibility.

International Students: International students can only work 20 hours maximum per week during the fall and spring semesters per U.S. Immigration law.

Graduate students who did not receive both their primary and secondary education in a country where English was the primary language must meet certain requirements based on Missouri statutes to qualify for graduate assistantships with teaching assignments:

- Successful completion of at least one semester of enrollment at a public institution of higher education in the state of Missouri. (Note: Exceptions may be granted in special cases upon approval of the chief academic and executive officers of the institution). During this semester, students will obtain a cultural orientation to prepare them for a teaching appointment.
- In the weeks prior to this semester, attendance at the new-student orientations sponsored by International Student Services and the Graduate College.
- Passing of a Missouri State University juried examination in which the candidate must demonstrate his/her ability to interpret written English passages and to communicate orally in English in a classroom setting. Juried examinations are to be approved by the Graduate College. Membership of the jury will include one member of the applicant's major department (appointed by that department's head), one member from the Department of Communication, and one other faculty representative (the latter two members to be approved by the Graduate College).

MISSOURI STATE UNIVERSITY

Graduate Assistant Orientation and Training

University: The Graduate College provides an intensive orientation prior to the Fall semester for all new graduate teaching assistants. A condensed version of this orientation is also offered prior to the spring semester. These sessions are designed to provide students with information relevant to their academic role: i) graduate assistantship responsibilities; ii) legal issues related to teaching; and iii) effective teaching strategies. Students having assistantship responsibilities that include direct or indirect teaching must participate in this pre-semester orientation. The Graduate College also provides a number of workshops throughout the academic year that are optional for students to attend. These include training on a variety of topics that help develop skills and enhance readiness for career pathways.

Departments: In most cases where graduate assistants have instructional responsibilities, the academic department provides formal orientation and training sessions for the specific teaching assignments.

SCHOLARSHIPS

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 graduate credits allowable with fee waiver scholarship assistance will not exceed ten percent beyond the minimum 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.

Fee-waiver scholarships are for up to 15 hours of course work consistent with the student's program of study for each of the fall and spring semesters (limited to 6 hours for quarter-time assistantships). Those receiving summer term fee-waiver scholarships have fee coverage for up to 6 hours of course work (limited to 3 hours for quarter-time assistants).

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 graduate credit hour fees and student services fees. It does not cover special course fees, student health insurance, books, or other miscellaneous fees.

Missouri Outreach Graduate Opportunity (MOGO) Scholarship

The Missouri Outreach Graduate Opportunity (MOGO) Scholarship provides a partial remission of out-of-state fees for full-time graduate students who are not Missouri residents. The MOGO Scholarship has a value of three-fourths of the non-resident graduate student fees for 9 credit hours (5 credit hours in the summer). The scholarship amount will be adjusted annually when the Missouri State University Board of Governors approves changes to the student fee schedule.

No application is required. Once a student meets the eligibility criteria, the scholarship will automatically be offered. The MOGO Scholarship cannot be combined with other forms of University aid, including scholarships, graduate assistantships, or fee waivers.

MOGO Eligibility Requirements: To be eligible, a student must be considered a non-resident of Missouri for fee purposes, have an undergraduate GPA of at least 3.25, have official scores from the Graduate Record Examination (GRE), Graduate Management Admission Test (GMAT), or Miller Analogies Test (MAT) on file with the Missouri State University Graduate College, be a first-time, degree-seeking graduate student admitted into an eligible program (refer to the list below) and be enrolled as a full-time graduate student, taking at least 9 graduate credit hours during the fall and during the spring semester or 5 graduate credit hours during the summer. Out-of-state undergraduate students in Missouri State University accelerated master's programs may qualify for the scholarship after they have completed their bachelor's degree and are given full graduate status.

Eligible programs include:

- Accountancy (MAcc)
- Applied Anthropology (MS)
- Audiology (AuD)
- Biology (MS)
- Cell and Molecular Biology (MS)
- Chemistry (MS)
- Communication (MA)
- Communication Sciences and Disorders (MS)
- Counseling (MS)
- Criminology (MS)
- Early Childhood and Family Studies (MS)
- Educational Administration (MSEd)
- Elementary Education (MSEd)
- Educational Administration (EdS)
- English (MA)

- Geospatial Sciences in Geography & Geology (MS)
- Global Studies (MGS) - *formerly the MIAA*
- Health Administration (MHA)
- Health Promotion and Wellness Management (MS)
- History (MA)
- Instructional Media Technology (MSEd)
- Mathematics (MS)
- Master of Arts in Teaching (MAT)
- Materials Science (MS)
- Music (MM)
- Natural and Applied Science (MNAS)
- Nursing (MSN)
- Plant Science (MS)
- Project Management (MS)
- Psychology (MS)
- Public Administration (MPA)
- Public Health (MPH)
- Reading (MSEd)
- Religious Studies (MA)
- Secondary Education (MSEd)
- Social Work (MSW)
- Special Education (MSEd)
- Student Affairs (MS)
- Theatre (MA)
- Writing (MA)

Programs not eligible for MOGO are:

- Administrative Studies (MSAS)
- Business Administration (MBA)
- Computer Information Systems (MS)
- Defense & Strategic Studies (MS)
- Educational Leadership: Cooperative Program with the University of Missouri-Columbia (EdD)
- Nurse Anesthesia (MS)
- Physical Therapy (DPT)
- Physician Assistant Studies (MS)

Renewal Criteria: To renew the MOGO Scholarship for subsequent semesters, students must remain enrolled in an eligible program, complete at least 9 graduate credit hours during each semester the award is received and at least 5 graduate credit hours during each summer session the award is received, maintain a cumulative graduate GPA of 3.00 and remain classified as a non-resident for fee purposes. Eligibility will be verified at the end of each semester. Enrollment in the MOGO program during the summer semester is optional. An exception to the credit hour requirement will be granted to students who are enrolled in their last semester and need fewer than the prescribed minimum to graduate. These students must be enrolled in at least 7 graduate credit hours during their final fall or spring semester, or 4 graduate credit hours during the summer. If a student becomes ineligible, the scholarship cannot be reinstated unless the student is approved for an exception by the Dean of the Graduate College.

Continue the Tradition Scholarship

“Continue the Tradition” is a program for out-of-state students who are the children and grandchildren of Missouri State University graduates. To qualify, students must be classified as non-residents for fee purposes, must be enrolled full-time (9 hours for graduate students), and must have at least one parent, stepparent, or grandparent who is a graduate of Missouri State University (Associate, Bachelor, Masters, or Specialist degree). In addition, recipients must be admitted to a graduate degree program.

Students who meet these criteria will receive a waiver covering the out-of-state portion of required student fees. This waiver will be renewed for graduate students who complete 18 hours per year with a cumulative grade point average (GPA) of at least 3.0. Because this waiver covers all out-of-state fees, it cannot be combined with other out-of-state waivers or stipends. To apply for this scholarship, visit www.missouristate.edu/continuethetraditionapp. You may also contact the Office of Admissions at 417-836-5517 or 1-800-492-7900 for more information.

Midwest Student Exchange Program

Missouri State University participates in the Midwest Student Exchange Program (MSEP). This program provides an opportunity for Kansas, Michigan, Minnesota, North Dakota, and Nebraska residents to attend Missouri State at resident fees. All graduate degree programs are eligible for this scholarship.

Graduate students whose legal residence is Kansas, Nebraska, North Dakota, Michigan or Minnesota may qualify if they also have an undergraduate cumulative GPA of 3.25 and are formally admitted to a graduate degree program. The value is a full waiver of out-of-state fees for the academic year (fall and spring) and may not be held in conjunction with the MOGO Scholarship. The Midwest Student Exchange Scholarship will be renewed for one year (4 semesters total) for graduate students who complete 18 hours per year with at least a 3.50 Missouri State University grade point average. This award cannot be combined with other out-of-state waivers or graduate assistantship stipends. Application is automatic with application to the university, but the total amount of awards available is limited to the first 20 eligible students. This award is not available during the summer semester.

For more information about the Midwest Student Exchange Program, please write or call the Office of Student Financial Aid, Missouri State University, 901 S. National, Springfield, MO 65897, 417- 836-5262 or 1-800-283-4243. You may also email finaid@missouristate.edu or visit the web site at www.missouristate.edu/financialaid.

MISSOURI STATE UNIVERSITY

Missouri State University International Partners Scholarship

This program will provide a waiver of 75 percent of the non-resident fees for international students coming to Missouri State University from institutions with which Missouri State has entered into a formal, approved cooperative agreement. Specific criteria will be established as part of the agreement with each institution. The number of these scholarships is not limited except on the basis of being linked to the cooperative agreement between Missouri State University and their International Partner. Qualified students will be identified in accordance with the terms of these formal agreements and students will be notified of their award. The value of the scholarship per year for each student varies based on the number of credit hours taken.

Graduate Incentive Grants

Occasionally, one-time scholarships/incentive grants may be available for a specific semester. See the Graduate College website (graduate.missouristate.edu) for information. Current Incentive Grants for fall 2009 include the following:

Complete Your Degree Incentive Grant. The “Complete Your Degree Incentive Grant” is designed to encourage students to return to Missouri State University to complete their degrees. This one-time grant, valued at \$500, is available to eligible returning students. To qualify, students must:

1. Have last attended Missouri State prior to the fall 2007 semester as a degree-seeking graduate student.
2. Have been admitted to their degree program between fall 2003 and spring 2007.
3. Have completed 15 credit hours toward the degree (including transfer hours that may have already been applied to the degree).
4. Have a cumulative graduate grade point average of 3.00 or higher and are in good academic standing.
5. Have not earned a degree at another college or university after leaving Missouri State.

Students must apply for readmission, consult with their graduate advisor, and register for at least 3 graduate credit hours. This grant applies to all degree programs except the cohort health sciences: Physical Therapy, Physician Assistant Studies, Doctorate of Audiology, Nurse Anesthesia and Communication Sciences and Disorders.

Students receiving a graduate assistantship or other award that pays their fees will not be eligible for this program. The grant will be applied to payment of student fees and is not a cash award. Students interested in applying for this grant should contact the Office of Adult Student Services at 417-836-6929 for assistance and guidance regarding the readmission process, academic advisement, applying for financial aid, and other services in which returning learners may be interested.

Graduate Incentive First-time Tuition Grant (G.I.F.T.)

The “Graduate Incentive First-time Tuition Grant” is offered to encourage individuals with a bachelor’s degree to experience graduate education. This one-time grant, valued at \$250, is available to those who have no previous experience with graduate work and have not applied to or been admitted to a graduate degree program. This incentive grant offer is for enrollment of new post-baccalaureate students. To qualify, students must:

1. Have a baccalaureate degree from any college or university.
2. Have not previously taken or be currently enrolled in any post-baccalaureate course at any university.
3. Have not applied for admission to a graduate degree program.
4. Be a citizen or a permanent resident of the U.S.
5. Complete a course enrollment form for admission as a post-baccalaureate student. (No admission fee will be charged.)
6. Meet the GIFT program application deadline and register for one three-hour course.
7. Have met all pre-requisite requirements for the course of registration.

Courses in professional health programs (Physician Assistant Studies, Physical Therapy, Nurse Anesthesia, Doctorate of Audiology, Communication Science and Disorders and Family Nurse Practitioner) are not eligible for this program. Courses in the Accountancy program and in the Defense and Strategic Studies program also are not eligible for the GIFT program.

The award will be applied to payment of student fees and is not a cash award. Students in a post-baccalaureate classification are generally not eligible for federal or state financial aid. A student who wants to continue graduate work beyond this program will need to apply for admission and meet the criteria of the graduate program they intend to enter.

Students interested in applying for this grant should contact the Office of Adult Student Services at 417-836-6929 for assistance and guidance regarding the Post-Baccalaureate Admission and Course Enrollment process, academic advisement, and other services that those new to Missouri State graduate education may be interested.

Renewed Employability Now Education Waiver

(RENEW). Missouri State University offers this unique scholarship to individuals who have been dislocated from the workforce. It is intended to help these Missouri residents prepare for their future through completion of a Missouri State University degree. This scholarship does not apply to current students at Missouri State University.

The RENEW scholarship will be awarded to students who are Missouri residents and who meet the following criteria. The student must :

1. Complete the Free Application for Federal Student Aid (FAFSA) as an independent student and meet the criteria to file as a Dislocated Worker on that form.
2. Show a financial need as determined by the results of the FAFSA.
3. Be registered for a minimum of five credit hours as a teacher certification or degree-seeking graduate student.
4. Not be the recipient of any type of full tuition reimbursement from any source other than federal and state aid which is awarded based on FAFSA results.

The award of \$750 per semester for part-time students (five-eight credit hours for graduates) and \$1350 per semester for full-time students (nine or more credit hours for graduates) will be applied to the student's account upon receipt of required documentation and verification of application criteria. University application and registration deadlines apply.

The RENEW scholarship is available for the fall (09) and spring (10) semesters. This scholarship is renewable each semester through the spring 2011 semester for students who maintain satisfactory academic progress. To renew for the 2010-11 academic year, students must complete a new FAFSA and meet the need criteria as listed above for the appropriate academic year.

Aileen and Keith Ford Endowed Scholarship

This scholarship is awarded in the fall semester to two first-year, full-time graduate students who received an undergraduate degree from Missouri State University. To be eligible, a student must be a first-year graduate student who earned the undergraduate degree from Missouri State and be enrolled in at least 9 credit hours during the fall and spring semester. Consideration will be given to performance at the undergraduate level of study, academic potential to successfully complete the program in which the applicant is enrolled, leadership qualities, personal maturity, and motivation. Information and the submission form can be found on the Graduate College website.

Basil and JoAnn Boritzki Scholarship

This endowed scholarship is awarded annually to two full-time graduate students, one male and one female, in recognition of their academic achievement. To be eligible, a student must have the intention to enter, and/or remain in the teaching profession in publicly-supported educational institutions, either K-12 or college teaching, have a cumulative grade point average of 2.75 or above and be enrolled full-time during the academic year that the award is given. Full-time is defined as nine semester hours of graduate credit for non-graduate assistants or six semester hours of graduate credit for graduate assistants.

John Bourhis Excellence in Teaching Award

This scholarship is awarded in the spring semester to two full-time graduate teaching assistants in recognition of their teaching excellence. To be eligible, a student must hold a graduate teaching assistantship, be in good standing, and be nominated. Nominations are received during the spring semester. Information and the online submission form can be found on the Graduate College website.

Special Departmental Scholarships

Many academic departments offer scholarships to students admitted to graduate programs within their departments. These awards are made possible by donor contributions to the Missouri State Foundation. Information about these scholarships can be found online at www.missouristate.edu/financialaid. Interested students should contact the academic department head for more information about departmental scholarships and deadlines.

MISSOURI STATE UNIVERSITY

FEDERAL FINANCIAL ASSISTANCE

The following federal aid programs are awarded on the basis of financial need. To determine eligibility for these programs, a student must complete and file the Free Application for Federal Student Aid (FAFSA). The priority application date is March 31. Students may apply online at www.fafsa.ed.gov. Non-degree seeking students should contact the Office of Financial Aid to see if they are eligible.

Federal Subsidized Stafford Loan

These loans carry a fixed interest rate of 6.0% and require repayment after the student leaves school. The school approves the loan and private lenders such as banks, savings and loans, or credit unions provide funds. Annual limits for graduate students are \$8,500. Cumulative limits are \$65,500 for undergraduate and graduate loans combined. Eligibility for this program is based upon demonstrated financial need. The federal government pays the interest on these loans during the time a student is in school.

Federal Unsubsidized Stafford Loan

Students who do not qualify for a Stafford Loan based on need may receive an unsubsidized loan. The interest rate is 6.8%, and deferment requirements are the same as the Stafford Loan.

PLUS Loan for Graduate and Professional Students

This loan is available to graduate and professional students to borrow in addition to their eligibility for Stafford loans. This program does not allow students to borrow above their cost of attendance, but it will enable students who have reached annual or aggregate limits for Stafford loans to continue to borrow through the FFELP. Students must complete a FAFSA and have a good credit history. The interest rate is 8.5%. Repayment begins on the date of the financial disbursement, and the first payment is due within 60 days of the loan being fully disbursed.

Federal Work-Study (FWS)

This program provides part-time jobs to undergraduate and graduate students while they are in school. A work-study award is an opportunity to work enough hours to earn the amount awarded. Jobs are available in various departments on campus as well as off campus in health, welfare, and recreation programs. The rate of pay is at least minimum wage. Awards are based upon information contained in the student's financial application.

Veterans Services

Veterans Benefits: Missouri State University is approved for certification of students eligible to receive educational assistance (G.I. Bill) from the U.S. Department of Veterans Affairs (DVA). The Veterans Certifying Official is located in Carrington Hall, Room 320. For more information, please call (417) 836-5520 or send an email to VeteransServices@missouristate.edu.

Veterans Services: Veterans Services provides quality support services to students eligible to receive veterans educational benefits such as certifying enrollment, monitoring progress, conferring with students, and ensuring that students are in compliance with federal and state laws governing educational benefits. A veteran may be eligible to receive benefits under various GI Bills. When applying for educational benefits, it is essential that the veteran's status be known (Montgomery GI Bill, REAP, Vocational Rehabilitation or Survivors or Dependents). The veteran must be enrolled and pursuing an approved program of education or training to be eligible for benefits. Students who plan to attend the University on the Montgomery GI Bill should be prepared to pay for their first semester when they arrive. It can take 10-12 weeks for their claim to be processed and either first payment to arrive; it can take up to 16 weeks for a first-time REAP applicant to receive their first payment. Additional information including minimum grade and credit requirements, advice on the benefits, or application forms may be obtained by contacting the Veterans Certifying Official is located in Carrington Hall, Room 320, or by visiting VeteransServices@missouristate.edu.

STUDENT EMPLOYMENT SERVICE

The Student Employment Office maintains an active file of permanent and temporary part-time jobs as well as a few full-time employment opportunities. Any currently enrolled MSU student may visit the office of Student Employment Service in Blair-Shannon Hall, Room 113 or access the job database by going to www.missouristate.edu/studentemp and clicking on "Find a Job". Then log in with your university User ID and Password to create a profile and Homepage. Click any interesting job titles to print a referral which directs you on how and when to contact the employer. Although the job market remains extremely competitive, many students have found positions that fit their needs through Student Employment Services. For more information, call (417) 836-5627.

NOTE: Graduate Assistants working 20 hours per week are not eligible to hold any additional on-campus positions other than their graduate assistantship during the time of their appointment.