



Oregon State
University

Graduate School

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Date: March 13, 2018

To: Program Coordinators, Directors, Associate Deans, Deans

From: Jennifer Brown, Vice Provost and Dean of the Graduate School

Subject: Summer Term Enrollment Requirements for Graduate Assistants

Please note the information below regarding enrollment requirements for graduate students appointed as Graduate Assistants for summer term 2018:

- 1) A graduate student who is appointed as a Graduate Assistant (GRA/GTA) in summer term must enroll in a minimum of **3** credits, per the minimum enrollment policy.
- 2) There may be income tax on salary for graduate students appointed as Graduate Assistants in summer term who are enrolled in less than 5 credits. Contact Payroll or your tax professional with any questions regarding potential tax implications.
- 3) A graduate student who is appointed as a Graduate Assistant in summer term may enroll in a maximum of 16 credits. The tuition remission for a Graduate Assistant appointment covers a maximum of 16 credits per term. Any cost for credits beyond 16 are not covered by the remission and must be paid by the student.
- 4) Changes in registration for summer 2018 GRA/GTA appointments beyond the final add date will not be allowed.