

**RECOMMENDATION FOR GRADUATE ASSISTANTSHIP
WITH TUITION SCHOLARSHIP**

*Please complete, print and sign. Return to UCA Graduate School.
A separate form must be completed for each source of funding.*

Student's Name _____ UCA ID# _____

Student's UCA Email **(REQUIRED)** _____

Student's Graduate Degree Program (must be admitted with full qualifications) _____

Hiring Department _____ GA Supervisor _____

Student is recommended for: appointment reappointment Type of Assistantship _____

Dates of Appointment (mm/dd/yy) _____ through _____ **NOTE: separate PAF's required for each fiscal year**

If Grant Funded, provide grant title _____

Select the grant's source of funds: _____

Salary Total: _____	Banner Dept. Index or Grant Account # _____	(XXX050 for Research)
Salary Expense Account # _____	(640100-Other, 640110-Teaching, 640120-Research, 640900 Grant)	

Tuition Scholarship Amount:							
Source of tuition scholarship funding is:							
	DEPT.		GRANT		provide Banner Index #		
***** Maximum TUITION SCHOLARSHIP per term: (do NOT enter salary amount here) *****							
Fall	Fall award	Spring	Spring award	May,S1,10 wk etc.	award	Sum 2	Sum 2 award

Number of hours to work _____ **(Important: GA must work 20 hr/wk to be eligible for non-resident fee waiver)**

Will this student be graduating at the end of this appointment period? No Yes

(Students not in their last semester should be enrolled in no less than 9 credit hours. Justification for ANY exception must be attached for Graduate Dean's approval)

Recommendation from _____ Date _____

GRADUATE SCHOOL OFFICE USE ONLY

Date _____ Full Qual.? Yes () No () Reason _____

Residency _____ Enrolled in _____ hours Term: Fall () Spring () Summer ()

Gender: M or F Ethnicity _____

Approved: Yes () No () Reason for disapproval _____

Ready for email _____ Email sent by(initials) _____ Date email sent _____

G.A. TUITION SCHOLARSHIP INFORMATION

Student Name

UCA ID

Initial Award

Reappointment

Total Tuition Scholarship amount

Selection Committee's justification for G.A. Tuition Scholarship: (check all that apply)

Recruitment Incentive

Compensation for teaching

Student Interest

To be competitive with other depts. or institutions

Student experience and/or skill set

Doctoral student

Other (please explain)

FOR REAPPOINTMENTS ONLY: Do you have available for review, documentation of a formal evaluation conducted at the conclusion of the previous G.A. appointment period? **YES** **NO**

If you mark YES, documentation must be available in your department for review by the Scholarship Compliance Coordinator.

If NO formal evaluation documentation is available, please provide an explanation describing how the student qualifies for reappointment.

List of G.A. Selection Committee Members:

Approved by:

Type
Name

Title

Date:

If you are offering a G.A. tuition scholarship, you MUST complete this page and submit it with the G.A. Recommendation form to the Graduate School.