

West Virginia University
Office of Graduate Education and Life
Graduate Waiver Policy

I. Graduate Assistantships

Tuition waivers accompany all Graduate Assistantships (Teaching, Research, Service, Advising, Residence Hall). The following guidelines apply:

1. Graduate Teaching Assistantship (GTA) and Graduate Research Assistantship (GRA) positions are initiated within the academic units providing the assistantships.
2. Graduate Service Assistant (GSA), Graduate Residence Hall (GRH) Assistant, and Graduate Advising Assistant (GAA) positions, hereafter referred to as "GSAs," are initiated in non-academic units and submitted to the Office of Graduate Education and Life for approval to ensure that the positions contribute to students' professional or educational development.
3. There is no limit to the number of assistantships that may be created by units as long as funds are available to meet or exceed the University minimum stipends of \$10,000 for nine-month appointments and \$13,400 for 12-month appointments.
4. GTA appointments in the summer require a minimum of a \$1,700 stipend for one-course or \$3,400 for two-course assignments. Similar compensation may be made for half- or full-summer appointments for GRAs.
5. In the summer, graduate students should be placed on Graduate Assistantships and NOT on hourly wages or in adjunct teaching positions when funds are available in order to maintain access to University resources (e.g., library access, health care, and transportation).
6. The waivers accompanying Graduate Assistantships are applicable across all academic units (except see 7, below).
7. Waivers are normally NOT applicable to Extended Learning courses or certain summer programs. Students are responsible for determining whether their waivers may be used for specific graduate programs.
8. Waivers associated with GTAs, GRAs, and GSAs are NOT a component of an academic unit's Merit Waiver allocation (see below).

II. Merit Waivers and Employee Merit Waivers

Merit Waivers are allocated from the Office of Graduate Education and Life to colleges and schools based on graduate enrollment. Merit Waivers may be awarded to students enrolled in graduate degree programs to provide *partial or full* remission of tuition and fees. Specific non-waivable program fees and university fees remain the responsibility of students.

In addition, Employee Merit Waivers provide educational opportunities to WVU faculty and staff (WVU main campus, Extension, Potomac State, and WVU Tech). Employees may receive 6 hours of Employee Merit Waivers as non-degree students. Thereafter, employees will only be granted Employee Merit Waivers if they are enrolled in a graduate degree program and are in good academic standing. Since the number of Employee Merit Waiver hours is limited for each college, preference may be given to the most academically talented applicants and some employees may be placed on a waitlist for a future semester.

1. "Quota Waivers," non-competitive waivers previously provided to all higher education employees in the West Virginia state system, will now be offered through the "Merit Waiver" (WV higher education employees) or the "Employee Merit Waiver" (WVU employees) process.
 - a. Merit Waivers are tuition and fee waivers allocated to every WVU college and school to recruit, retain, and graduate high quality graduate students.
 - b. Employee Merit Waivers are tuition and fee waivers available to employees of WVU. These are managed through the Office of Graduate Education and Life in collaboration with WVU Colleges and Schools to advance the training and academic preparation of WVU employees.
2. Employee Merit Waivers will NOT be charged against units' Merit Waiver allocations in the 2009-2010 academic year. Waivers for employees currently accepted into graduate programs will be recommended by each College or School and supported by the Office of Graduate Education and Life.
3. Receipt of Employee Merit Waivers is dependent on the maintenance of satisfactory academic standing, progress towards degree completion, GPA, and relevance of academic program to employee work assignment.
4. Merit Waivers or Employee Merit Waivers cannot be obtained by students from more than one source.
5. Waivers may be applied to only one degree per level (M.A. or M.S.; Ed.D. or Ph.D.).
6. Employees of other higher education institutions within the State of West Virginia will be supported in the fall 2009 semester by the Office of Graduate Education and Life. After this semester, these individuals must seek Merit Waiver assistance through their academic Colleges and Schools.

Waivers are normally NOT applicable to Extended Learning courses or certain summer programs. Students are responsible for determining whether their waivers may be used for specific graduate programs.