

# Graduate Teaching or Research Assistant FT Enrollment Exception Request (without full-time status)



For use by Graduate Assistants in the final semester of degree completion needing fewer than 9 SCH Fall, 9 SCH Spring, or 6 SCH Summer.  
It is unlikely that an exception will be granted for more than one semester or in any other circumstance.

EMPL ID#: \_\_\_\_\_ UA E-Mail: \_\_\_\_\_ Date: \_\_\_\_\_

First Name: \_\_\_\_\_ MI: \_\_\_\_\_ Last Name: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

International Student

Domestic Student

In-State

Out-of-State

Academic Department: \_\_\_\_\_

Master's Student

Doctoral Student

SCH Required for Degree: \_\_\_\_\_ SCH Accumulated: \_\_\_\_\_

Anticipated Graduation: Term Year

Department of Service: \_\_\_\_\_ GA Semesters Accumulated: \_\_\_\_\_

Teaching Assistant

Research Assistant

Administrative Assistant

Graduate School Funded

Department Funded

Grant Funded

Start-up Funded

↳ CIGA (Community/Industrial  
Graduate Assistantship)

Tuition Award SCH Requested: \_\_\_\_\_

Reason for request for exception:

Please describe with specific detail the circumstance that merits consideration for an exception to the requirement for Graduate Assistants to be enrolled as full-time students (9 SCH Fall, 9 SCH Spring, 6 SCH Summer). Additional sheets may be attached if necessary.

For Graduate School Use Only

The exception is granted with the following contingencies or conditions.

\_\_\_\_\_  
Student Approval Date

\_\_\_\_\_  
Chair/Director of Appointee's Academic Department Date

\_\_\_\_\_  
Graduate School Approval Date