**Graduate Assistantship**

**Conditions and Requirements Form**

In addition to complying with all Penn State employment requirements and conditions, graduate students under consideration for an assistantship with the Schreyer Institute need to meet all of the criteria listed below. Please visit each website and thoroughly read the cited sections before signing this form.

1. **Passed all aspects of Comprehensive Exams *by the time you apply*.** Comprehensive Exams are taken after the Candidacy Exams and after completing all graduate coursework.
2. **Already met the two-semester residency requirement and be currently in-residence;** see <https://gradschool.psu.edu/graduate-education-policies/gcac/gcac-600/gcac-601-residency-requirement-research-doctorate/>
3. **Maintain full-time academic status;** see “Full-Time Academic Status” at: <https://gradschool.psu.edu/graduate-education-policies/gsad/gsad-900/gsad-901-graduate-assistants/>
4. **Agree to register only for full-time SUBJ 601 (e.g., BIOL 601) thesis preparation credits in your graduate degree program;** see details at <https://gradschool.psu.edu/graduate-education-policies/gcac/gcac-200/gcac-215-common-course-numbers/>
5. **Registering for SUBJ 601 credits will result in your being charged the *Dissertation Fee* tuition rate.** For more information, go to <https://tuition.psu.edu/tuitiondynamic/tuitionandfees.aspx>; fill in the appropriate information about residence, semester, and location; click on “show tuition schedule”; and then search for “Dissertation Fee.”

*Under special circumstances, and only with the approval of the Schreyer Institute Executive Director, Institute graduate assistants may request to register for up to 3 additional course credits.*

Your signature below indicates that you have met the above requirements by the time you apply.

Name (please print): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Passed all aspects of comprehensive exams in (list month and year) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Your signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Today’s date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Submitting a scan of this signed page is acceptable.*