

TUITION REFUNDS POLICY FOR GRADUATE ASSISTANTS; TEMPORARY SUSPENSION OF DUTIES DUE TO MEDICAL CONDITION, BIRTH, ADOPTION, OR FOSTER CARE PLACEMENT AND TEMPORARY SUSPENSION OF DUTIES FOR GRADUATE ASSISTANTS

I. Purpose

The purpose of this policy is to establish financial procedures regarding the resignation, termination, or suspension of duties of graduate assistants.

II. Tuition Refunds for Graduate Assistants

When a graduate assistant resigns or is terminated from ~~their his/her~~ an assistantship appointment, the tuition or fee account which paid the fees for that assistant will receive a refund proportionate to the length of time remaining on the appointment during the current semester. In addition, a graduate assistant who resigns or is terminated from ~~theirhis/her~~ an assistantship appointment, but who does not withdraw from the University, is required to pay the University tuition and fees for the remaining portion of the current semester.

III. Temporary Suspension of Duties for Graduate Assistants

In the event of a verified medical condition that interferes with the performance of a graduate assistant's duties, or in the event of the birth of a child, adoption of a child, or placement of a foster child with a graduate assistant, the campus may allow the graduate assistant to suspend their duties for a period of no more than 30~~thirty~~ (30) calendar days. An exception to this policy is a temporary suspension of duties due to a verified medical condition or placement of a child in the graduate assistant's home. The duration of the suspension will be no more than four weeks (30 calendar days). During the period of any such suspension, the Graduate Assistant will not be required to perform their official assistantship duties nor collect wages receive payments from their assistantship. The temporary suspension will not affect reduce either the University-provided subsidy towards student health insurance nor require the student graduate assistant to repay a prorated portion of their tuition paid by their tuition waiver for the period of employment suspension. Campuses may adopt policies for the implementation of such suspension of assistantship duties.

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