

**TA/RA & Fellowship Award Form and Authorization**

(For graduate students **only**; send TA awards to “**Provost’s Office: Attention Graduate Studies**” by **10<sup>th</sup>** of the month)  
 (RA awards/Fellowships should be sent to Research Accounting)

Date Requested: \_\_\_\_\_ ID# \_\_\_\_\_ Employee Class: GM

- Male - Female SS# \_\_\_\_\_

Name: \_\_\_\_\_ " Address: \_\_\_\_\_  
*Last First Middle Street City State Zip code*

- Foreign National Visa Status: \_\_\_\_\_ Country of Citizenship: \_\_\_\_\_

Dept: \_\_\_\_\_ Major: \_\_\_\_\_ - Master - PHD

- **New student** \_\_\_\_\_ - **Returning student**  
 (Semester and Year)

- **Teaching Assistant** - **Research Assistant** - **Fellowship** (student is in year: - 1<sup>st</sup> - 2<sup>nd</sup> - 3<sup>rd</sup> - Other: \_\_\_\_\_)

- Fall (8/15 to 12/31) - Spring (1/1 to 5/14) - Summer (5/15 to 8/14) Year: \_\_\_\_\_

Other: Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_

| FOAPAL | Department/Grant Name | Percent | Position # | Principal Investigator |
|--------|-----------------------|---------|------------|------------------------|
|        |                       |         |            |                        |
|        |                       |         |            |                        |
|        |                       |         |            |                        |
|        |                       |         |            |                        |

**Monthly Stipend Amount:** \$ \_\_\_\_\_ **Tuition Credits covered for academic year:** \_\_\_\_\_

Number of tuition credits must be used within the semester awarded Fall: \_\_\_\_\_ Spring: \_\_\_\_\_ Summer: \_\_\_\_\_

Other Information: \_\_\_\_\_

**Must be completed with ALL Signatures to Human Resources by 18<sup>th</sup> of the month**

| <b>Authorization for Research Assistant Position:</b>               |            | <b>Authorization for Teaching Assistant Position:</b> |            |
|---|------------|---|------------|
| Principal Investigator Signature _____                              | Date _____ | Department Head Signature _____                       | Date _____ |
| Research Accounting Office<br>(positions funded with soft \$) _____ | Date _____ | Graduate Studies _____                                | Date _____ |
| Graduate Studies _____  | Date _____ | Provost’s Office _____                                | Date _____ |

\_\_\_\_\_  
 Human Resources Date