

College of Engineering  
Policy on Assistantships for Graduate Students  
Effective September 02, 2018

The following are revised guidelines for ALL types of assistantships offered to graduate students. These are in addition to the current policy in effect by CEN Graduate School:

- TA/RA ships must involve work that relates to the student's academic program
- Total number of years graduate students receive **any type** of assistantship, regardless of program and funding source is two years for MS.
- Any student receiving assistantship must complete the Graduate Student Progress Report (attached). The form must be signed (email acknowledgment) by the direct faculty supervisor, Graduate Director and the Chair of the department, and the Dean of the College of Engineering.
- Special consideration may be given to individual cases with strong justification for deviating from these guidelines. These rare cases must be reviewed and approved by faculty supervisor, Graduate Director and the Chair of the department, and the Dean of the College of Engineering.