

Office/Contact: Graduate School

Source: SIBOR Policies 4.3.1 and 5.22

Link: <https://public.powerdms.com/SDRegents/documents/1726696>

<https://public.powerdms.com/SDRegents/tree/documents/1722956>

Associated Forms: [Letter of Offer Template](#)

SOUTH DAKOTA STATE UNIVERSITY
Policy and Procedure Manual

SUBJECT: Graduate Assistants and Fellows

NUMBER: 2:19

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under the supervision of a member of the faculty in a research environment. GRAs have the latitude to make decisions involving judgment and/or discretionary choices when collecting data, performing experiments, operating equipment, or assisting in laboratories. There is no employee/employer relationship asserted by the U.S. Department of Labor and therefore this position is exempt from overtime under the Fair Labor Standards Act.

- iii. Graduate Administrative Assistant ("GAA"): a graduate student assigned to

- i. Unconditionally admitted in a graduate degree program;
 - ii. Degree seeking;
 - iii. Registered for one (1) or more credit hours and
 - iv. Maintaining a cumulative graduate program GPA ≥ 2.75 .
- c. Graduate students who are awarded a Graduate Assistantship and otherwise qualify in addition to any required wages, have an incentive tuition rate of zero percent (0%) and program fees of zero percent (0%), except General Activity Fees shall be paid one hundred percent (100%) in accordance with SBOR Policy 522.
- i. The incentive tuition rate begins the semester the student is appointed to a Graduate Assistantship and not before.
 - ii. A GA's first GA appointment may begin thirty (30) days prior to the graduate student's first semester at the University, so long as the graduate student is admitted and registered in a graduate program that begins within that thirty (30) day period.
 - iii. Graduate Assistants seeking to enroll for the Summer semester who do not receive a sufficient stipend to meet minimum requirements for incentive tuition rate for the Summer semester may receive the rate provided they received a qualifying Graduate Assistantship for the preceding Fall and Spring semesters. Continuation of the Graduate Assistantship during the Summer semester requires registration for the required minimum number of credit hours during the Summer semester
 - iv. If a Graduate Assistantship is terminated or the student resigns prior to the withdrawal date, the student is responsible for the prorated full tuition rates for the current term. Full tuition rates shall be assessed in all subsequent terms in which the student is not awarded a Graduate Assistantship.
 - v. Graduate Assistants who are eligible for this section of ET /Art (s)2.JTJ -01(c)14.3 shall be

