

UNIVERSITY OF SOUTH FLORIDA SYSTEM

Office of Research & Innovation

Tuition Payment Guidelines

Effective: May 9, 1995

Under the terms of the Graduate Assistants United Collective Bargaining Agreement at the University of South Florida, graduate students who meet the following criteria are eligible for a partial tuition payment. Eligible students must meet the following conditions:

- Hold a minimum 0.25 FTE appointment at the minimum rate that appears in the current UFF/GAU Collective Bargaining Agreement in the following categories: graduate assistants, graduate teaching assistants, graduate teaching associates, graduate research assistants, graduate research associates.
- Be enrolled for the minimum number of 9 semester hours.
- Have a GPA of 3.00 or higher.

No distinction will be made between students who hold assistantships funded from grants or contracts, or among in-state, out-of-state, or international students.

The USF Student Financial Support Committee developed guidelines, effective May 9, 1995, focusing on grant and contract budgeting for payments. The guidelines for tuition payments from contracts and grants follow.

It is important to note that *federal accounting procedures require all units within the indirect cost pool to treat tuition charges to grants consistently.*

1. All Principal Investigators applying for new grants and contracts to which graduate students will be appointed are required to include in the proposal (and subsequent award) the direct-charge of tuition payments to the grant or contract. At a minimum, the costs of tuition only will be paid by all grants and contracts at the in-state fee level or out-of-state fee level, if appropriate, and at the minimum number of hours required for eligibility. Payment of out-of-state fees is highly desirable. If the grant or contract is not budgeted at the higher cost of out-of-state tuition or, if for any other reason, out-of-state rates cannot be applied, the State waiver may be applied contingent on available funds. Payments for hours above the required minimum are at the discretion of the Principal Investigator.
2. When dealing with granting agencies that traditionally provide the costs of tuition (e.g., the National Science Foundation and the National Institutes of Health), Principal Investigators are required to include the full costs of in-state and out-of-state tuition in the grant or contract proposal. Units may negotiate cost-sharing to charge only a percentage of tuition costs to the grant or contract; such cost-sharing should be appropriately indicated in the contract or grant proposal and agreed to by all parties as indicated on the Division of Sponsored Research (DSR) Proposal Review and Certification form.

3. To minimize the higher costs associated with out-of-state tuition, all students who are out-of-state US citizens or resident aliens should apply for Florida residency as soon as they qualify. Students will be informed of such when offered an assistantship and tuition waiver. Lack of said action on the part of the student will jeopardize the waiver or payment of out-of-state fees.
4. It is recognized that some research grants and some foundation awards will not permit direct tuition charges. Graduate School waivers in these cases may be applied contingent upon available funds.
5. With assistance from DSR and the Graduate School, colleges and departments are strongly encouraged to apply for training grants and fellowships to support graduate students.
6. The Graduate School, colleges, departments, and faculty are strongly encouraged to expand efforts to help graduate students obtain competitive funding.
7. With guidance from the Office of University Advancement and college development officers, the USF system is strongly encouraged to establish endowments for graduate fellowships (within the USF system, colleges, and departments/programs).

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(Revised 11/5/010; technical updates 2/27/2009)