

College of Graduate Studies
DOCTORAL & MASTER'S ASSISTANTSHIP Criteria & Application
AY '08

Doctoral and Master's Assistantships are for newly recruited U.S. or Mexican graduate students who want to pursue a degree at the master's or doctorate level at Texas A&M University-Kingsville, and who are enrolled on a full-time basis during the academic year, and **are not full-time employed and receiving salaries outside of the university during the assistantship period**. Doctoral Assistantships are for \$13,000 per twelve-month academic year and will be paid in twelve equal installments. Master's Assistantships are for \$6,500 per nine months payable in equal monthly installments. Recipients with teaching responsibilities will be required to attend training at the Center for Teaching Effectiveness. Each program will be responsible for initiating through the Payroll Office Form 500's for Doctoral and Master's Assistantship awardees. Doctoral and Master's Assistantship awardees will be assigned teaching/research responsibilities. All awards are made on a competitive basis.

All awards will be used by the awardees primarily, but not exclusively, to help cover tuition, fees and book expenses. Criteria for awarding a doctoral assistantship are:

- (1) Assistantship applicants must be admitted unconditionally to the College of Graduate Studies and to a specific graduate program fulltime (**9 SCH for MAs and 6 SCH for DAs**) in each of the fall and spring semesters in which the assistantship is awarded).
- (2) Assistantship applicants must have a 3.50 overall master's grade point average.
- (3) Applicants must attach to the application official transcripts of all undergraduate and graduate course work completed.

Renewal:

The maximum eligibility time for a doctoral assistantship for the same student is two years. **Renewals, however, are based on availability of funds and are awarded on competitive basis.**

Do not return the completed application to the College of Graduate Studies. Rather, return it to the dean of the academic college of the program that you are pursuing. The dean's office will make the selections. The academic dean or his designee will type the award letter on College of Graduate Studies letterhead, obtain the department chairs signatures, sign for the awardees, and forward the award letters to the Graduate Dean for final approval and mailing of the award letters to the awardees.

Deadline: The student submits to the appropriate college dean's office or designee the application no later than July 1, 2008.

