

**DOCTORAL STUDENTS  
TUITION REMISSION, FEES, COMPENSATION, SUPPLEMENTATION**

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**Authorized by: Vice Chancellor for Research and Graduate Studies**

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**Contact Information: Graduate School  
Office of Grants & Contracts [grantsc@ecu.edu](mailto:grantsc@ecu.edu)**

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### **Definitions**

See Graduate Assistantships Policy and Graduate Assistant Contract for definitions of assistantship types, minimum eligibility requirements for assistantships, and normal working hour requirements for assistantships. <http://www.ecu.edu/gradschool/>

### **Overview**

The purpose of this policy is to clarify eligibility requirements and costing procedures for graduate student compensation, tuition and fees remission and health insurance.

### **General**

All full-time Doctoral students receiving a full-time assistantship (20 hours - Graduate Assistant, Graduate Teaching Assistant, Graduate Research Assistant) will receive in-state tuition remission and paid (individual only) health benefits as part of their assistantship.

In order to be eligible for the tuition remission and health benefits, as part of their assistantship, the student must maintain their full-time status by enrollment in a minimum of 9 student credit hours per semester. However, the minimum 9 SCH requirement will not apply for the summer sessions. Assistants may be employed full-time during the summer sessions.

In the accounting system, the costs of the tuition remission, health benefits, and FICA (when required) will normally be charged to the fund providing the assistantship compensation. However, departments may choose to charge another non-sponsored fund for cost of the tuition remission and health benefits.

Only in-state tuition remission will be required and costed under this policy. Departments may request out-of-state tuition remission through procedures outlined in the Graduate School Policies. At their discretion, departments may provide out-of-state tuition remission from non-sponsored funding sources. Out-of-state tuition remission may not be charged to a sponsored project.

As part of the Graduate Assistant Offer Letter, the Department must outline these benefits to be provided to the student. As part of the Graduate Assistant Contract, the Department must outline the costing of the tuition remission, health benefits, and FICA requirements (i.e., provide fund accounting information). Departments may not waive provision of tuition remission, health benefits, and FICA to

eligible graduate assistants. All eligible Doctoral assistants must receive the same level of benefits, regardless of funding source of the assistantship.

As needed, assistants may select family health coverage. However, the difference in cost between the individual coverage and the family coverage must be paid by the student assistant. The family coverage premium cannot be charged to any University funding source.

## **Sponsored Projects**

The Office of Grants and Contracts (OGC) must preapprove costing of tuition remission to a sponsored project as not all grant programs allow such costs. Departments are encouraged to submit Scholarship Forms early, to assure timely review and processing for student accounts.

Tuition remission, fees and health benefits may not normally be charged to a sponsored project unless the assistant is also paid on the sponsored project. Occasionally an institutional training sponsored project may allow tuition/health only to be charged for a trainee. OGC must preapprove any tuition/benefits-only charges to a sponsored project.

Some sponsors establish maximums for compensation, tuition/fees and other eligibilities. If the sponsor authorities are less than the amounts needed, the Department will need to cost the difference to a non-sponsored fund.

For NIH supported assistants, the combination of compensation, stipend and tuition remission cannot exceed the NRSA postdoctoral program level 0 compensation rate (from all funding sources). For PY 2011 the maximum is \$38,496. NIH announces new levels annually, usually in January-February. NIH compensation maximums must be applied at the appropriate rate for 12 months from the date of appointment. OGC will publish new rates as they are received from NIH.

In general, sponsored projects cannot be charged higher rates or provide additional benefits/subsidies/compensations than would be provided to all graduate assistants. The same benefits/rates must be provided to all graduate assistants, regardless of funding source. This policy applies to graduate assistantships and tuition remission on research and other service awards. Other procedures may apply to institutional training programs.

Tuition remission, fees and health benefits for master's graduate assistantships may not be charged to federal sponsored projects (except for eligible training programs). Tuition remission, fees and health benefits for master's graduate assistants may be charged to non-federal sponsored projects, if allowed by sponsor guidelines.

Tuition remission, fees and health benefits for undergraduate students may not be charged to any sponsored project (except for eligible training programs).

The University fees (comprised of Student Activities Fee, Athletics Fee, Indebtedness Fees, and Special Fees) may not be charged to any federal award.