

# Financial Support Policies

## *Graduate Assistantships*

Financial support to a graduate student may be provided in form of a State appointment or a Research Foundation (RF) appointment.

Teaching assistantships and Graduate assistantships are State appointments are governed by the GSEU contract with the State of New York.

Research assistantship appointments are made via Research Foundation. Research Assistantships are funded by grants.

The campus establishes a minimum academic year stipend for state appointments. All appointments (TA, GA, RA) are subject to a campus maximum stipend level. In order for a stipend appointment amount to exceed the prescribed maximum amount, the employing department must obtain written approval from the Dean of the Graduate School.

On an annual basis, each West Campus graduate program is provided with an allocation of TA lines by the College Dean after consultation with the Dean of the Graduate School . A portion of each program's TA allocation is reserved for recruitment and may only be fully utilized if the program has met its enrollment targets for the academic year. Recruitment lines not utilized in the current year (because enrollment targets are not met) are rescinded by the Graduate School and reserved for future year's recruitment in order to manage and maintain enrollment levels.

*Revised 5/10/91 Effective immediately.*

*Revised 9/10/96 for fifth year support procedures.*

*Revised 4/19/04. Effective: Fall 2004.*



## ***Graduate Student Employment Limitations***

Graduate students studying at Stony Brook under an F-1 immigration status are limited as to the number of hours per week of employment permitted. The current maximum is 20 hours per week. The maximums are established by the U.S. Citizenship and Immigration Services (USCIS). F-1 students should consult an International Student Advisor if they have inquiries regarding this regulation.

All other graduate students in good standing are permitted to obtain on-campus employment up to a maximum of 40 hours per week (when classes are in session) with the following considerations:

Combined (total) stipend employment (TA, GA or RA) cannot exceed one FTE, or 20 hours per week;

Employment in excess of 20 hours per week must be in the form of hourly employment; and Students who choose to work in excess of 20 hours per week become responsible for FICA taxes on all income earned.

*Approved by the Graduate Council effective 9/85  
Revised 4/19/04. Effective: Fall 2004.*



## ***Tuition Scholarship Allocations to Graduate Programs***

Graduate Tuition Scholarships (GTS) are primarily funded by an allocation provided by SUNY. Such funds are distributed to graduate programs by the Dean of the Graduate School based on a formula that calculates the proportion of graduate students holding TA/GA/RA/Fellow appointments within a graduate program as compared to the campus total.

Once GTS funds are allocated to a graduate program, the distribution of individual tuition scholarship awards to students shall be decided by each graduate program. Decision criteria may vary by program but must be based on academic merit and must adhere to campus wide limitations discussed below.

*Approved 12/19/88. Amended by Graduate Council 9/24/92.  
Revised 4/19/04. Effective: Fall 2004.*



## ***Graduate Tuition Scholarship Eligibility***

Graduate students are required to be full time, matriculated students in order to be eligible to receive GTS funds. Enrollment in undergraduate level courses does not contribute to full time status and tuition charges relating to undergraduate courses are not covered by GTS funds.

In order to minimize GTS expenditures, all eligible graduate students are required to maintain NYS residency in order to benefit from in-state tuition rates. Generally, NYS residency can be achieved by the beginning of the second semester for domestic students who previously resided outside NYS. International students usually are not eligible for NYS residency.

Failure to obtain NYS residency status in the timeframe outlined above may result in tuition liability for students since GTS awards will be limited to the NYS tuition rate after the first semester.

The effect of this policy is that students who are not New York State residents, and who receive tuition scholarships, will be billed for the difference between the in-state and out-of-state rates. It will not apply in the first semester of a student's full time studies. For this period, a complete tuition scholarship will be provided, covering the in-state rate or the out-of-state rate, as appropriate. During the first semester, the students are encouraged to establish New York State residency. Students who neglect to submit their tuition scholarship and TAP forms by the published deadlines will be held liable for the entire tuition. Also, the policy will not apply to any student with a substantive reason for not establishing residency and to all non-resident foreign students and certain others for whom establishing residency is either impossible or egregiously impractical.

Students who are not eligible to obtain NYS residency and who were awarded a "full" tuition scholarship by their program shall continue to be awarded a GTS at the out of state rate.

Effective with offers made for the 2004-05 academic year (Summer 2004 and forward admits and forward offers made to continuing students after February 2004), subject to the availability of tuition scholarship funds as allocated to each graduate program, graduate tuition scholarships may be offered according to the following schedule only.

**Doctoral students (Ph.D., DMA):**

*With full stipend support : Full tuition scholarship at NYS or out-of-state rate.  
With partial support: Pro rated tuition scholarship at NYS or out-of-state rate.  
No support: No TS may be offered*

**Master's students (MA, MFA, MM, MS):** With full stipend:

*Full TS at NYS rate only.  
\* Partial support: Pro-rated partial TS at NYS rate only.  
No support: No TS may be offered.*

\* Recognizing that some new graduate students are in the process of becoming New York State residents during their first semester the first semester of TS may be at the out-of-state rate.

Multi-year commitments made to students admitted to Stony Brook prior to February 2004 will be honored as written.

When a graduate program's annual tuition scholarship allocation is not sufficient to provide maximum tuition scholarship support, partial tuition scholarship awards are permitted. When graduate programs award partial tuition scholarships, such awards are required to be made in an equitable manner among all students within the same academic status.

*Approved 12/19/88. Memorandum from R. L. Lichter, Vice Provost for Research and Graduate Studies to all Chairs, Deans, and Graduate Program Directors, August 1, 1988 effective August 1, 1988: Applies to all students who have appointment letters dated after August 20, 1988.  
Revised 4/19/04. Effective: Fall 2004.*



***Stipend Supplements***  
**(also referred to as University and Presidential supplements)**

In recent years, in order to maintain competitive in the recruitment of graduate students, the President and Provost have provided funding to allow for stipend supplements to certain graduate students.

Such supplements generally range from \$1,000 to \$3000 per year and are awarded for one to three year durations, based on program.

Stipend supplement allocations, to the extent funded by the Provost, are provided to graduate programs each year at the time TA recruitment lines are distributed. Alternative funding sources may also be used to support these supplements (see Policy 2-008). Supplements are then distributed to individual students based on criteria established by each graduate program.

*Approved April 4, 1990*

*Revised 4/19/04. Effective: Fall 2004.*



***Distribution of a Share of Application Fee Revenues to  
Graduate Programs***

On annual basis, the Graduate School makes available to each graduate program a share of the application fee revenues collected in the prior year. The amount distributed to graduate programs is the total application fees collected less costs incurred by the Graduate School relative to the recruitment and application process and is contingent on the graduate program collecting and depositing application fees with the Bursar.

Funds distributed from application fee revenues are to be used to support graduate education and recruitment.

*Approved by the Graduate Council 1/30/1989.*

*Revised 4/19/04. Effective: Fall 2004.*



## ***Externally-Funded Fellowships that Provide a Cost of Education Allowance***

Certain Federally externally - funded fellowships such as the National Science Foundation Graduate Fellowship, provide an annual cost of education allowance to each affiliated institution, for each fellow on tenure. The amount of this allowance is established annually and is in lieu of all tuition and non-refundable fees that would be charged to other students of similar academic standing.

When externally funded fellowships which provide a cost of education allowance are managed by the Graduate School , the annual cost of education allowance is used as follows:

1. To pay tuition and fees on behalf of the fellow;
2. Remaining funds will be made available to the individual fellow and to the graduate program in which the student is enrolled. Funds returned to the graduate student and graduate program must be used in support of graduate education.

*Approved by the Graduate Council 4/19/04. Effective: Fall 2004.*



## ***Tuition Costs Charged to Sponsored Research***

All grant proposals submitted on or following March 15, 2004 must include tuition at the full time, in state rate for all graduate students for whom stipend support is requested. The only exceptions will be in cases where the printed policy of the funding organization prohibits such awards.

Tuition costs are to be budgeted as a direct cost and will NOT incur either fringe benefit or indirect costs.

Beginning in Spring 2005, all grants that employ students as RAs that were submitted on or following March 15, 2004 will be assessed the NYS cost of tuition for each semester that the student is employed on that grant. After a student has been enrolled for eight semesters in the program, OR at advancement to candidacy (whichever comes LATER), the tuition will decrease to six credits per semester at the NYS rate until the student graduates.

The Dean of the Graduate School will be authorized to waive the charging of tuition to particular grants in special circumstances (such as small awards that cannot cover a stipend unless tuition is waived).

The funds recovered from research grants to cover the in-state portion of the tuition costs for RAs will accrue to an account that will be used to support graduate student stipends.

Two thirds of the funds will be returned via the Dean to the Department, Graduate Program or Unit whose faculty's grants generated the tuition payments. These funds will be available to support graduate education (stipends, tuition payments, etc.) at the Department's discretion and should enable programs to replace Presidential and University fellowship funding, which will be withdrawn as soon as possible. The other third of the funds will be administered by the Dean of the Graduate School and will be restricted to graduate student stipend support. The expectation is that these funds will enable further increases to recruitment stipends and restoration of the "science lines" program to enable doctoral programs to grow enrollment.

*Approved by the Graduate Council 4/19/04. Effective: Fall 2004.*