College Policy on Funded (TA/RA/GA) Graduate Student Course Enrollments

Graduate tuition scholarships (for TA/RA/GA positions) will only cover courses required for the student’s primary degree. Per Graduate School rules, tuition scholarship funds do not cover tuition for courses taken:

- with an audit (AU) grade type or as pass/fail;
- in addition to the 2 credit 767 course;
- that are not required for the student’s graduate degree as indicated in the program’s Graduate Bulletin pages.

For graduate students who are supported as TAs or GAs, the tuition for courses taken as AU, for courses that are not required for the student’s graduate degree, and for courses taken in addition to 767 must be paid by the student or their Department. For students supported as RAs, this extra tuition is charged to the grant that is paying the stipend. These tuition charges are not covered by the Graduate School tuition scholarship and are not paid by the College.

Graduate students are allowed to enroll in remedial courses, both at the graduate and undergraduate level, as required by their academic program and DGS. The policy also allows graduate students to take courses to complete certificate programs and other courses necessary for their thesis research (e.g., to learn new methods or theoretical frameworks) or professional development (e.g., grant writing) with the approval of their primary advisor, DGS, and the ADGS. Any tuition costs that are not covered by the tuition scholarship must be paid by the student or their Department (or by the grant that is paying the RA stipend).

Funded graduate students in Arts and Sciences may not use their tuition scholarship to begin a second degree once they have matriculated as a student (dual-degree students must apply and enroll in both programs at the outset of their matriculation at U.K.).

Requests for non-standard course enrollments should be sent via email to the ADGS one week prior to the first day of classes each semester. The request should include the student’s name, their student ID number, the requested course, a justification, and a statement to the effect that the DGS and the student’s graduate advisor approve of the enrollment and providing the account number for any additional tuition. These requests will be submitted by the ADGS to the Graduate School for final approval.

Students wishing to enroll in more than 15 credit hours in any given semester also need to complete and submit the Graduate School’s “Request for Credit Overload” form.