

1906 College Heights Blvd. #11010 | Bowling Green, KY 42101-1010 | Phone: 270-745-2446 | Fax: 270-745-6950 | [gsagreementform@wku.edu](mailto:gsagreementform@wku.edu)

For information regarding Graduate Assistantship appointments visit <http://www.wku.edu/graduate/aid/ga/>.

Name \_\_\_\_\_ WKU ID # \_\_\_\_\_  
Last First M/M

Hiring Department: \_\_\_\_\_ Academic Department: \_\_\_\_\_

Begin Date: \_\_\_\_\_ End Date: \_\_\_\_\_ Half Time  Quarter Time

Indicate number of hours/week of appointment for each term			
	_____	_____	_____
Teaching Assistant (GT)			
Research Assistant (GR)			
Assistant Instructor (GI)			
General Graduate Assistant (GG)			
Stipend Amount (each term)			

<b>The hiring department agrees to pay the resident portion of your tuition up to:</b>	\$ _____	Fall Term
	\$ _____	Spring Term
	\$ _____	Summer Term

*\*Tuition is billed per credit hour so your bill will vary according to the number of credit hours enrolled. Course fees are the responsibility of the student. Graduate assistants are discouraged from holding concurrent jobs during the dates of the appointment. Graduate assistants may not be employed in a second job on campus. Graduate assistants may hold other employment between semesters/terms or when the University is officially closed.*  
**The hiring unit must notify the Graduate School and Human Resources in a timely manner, if a graduate assistant contracts needs to be terminated.**

**Departmental requirements or duties:**

_____ Student	_____ Date	_____ Additional Signature (if applicable)	_____ Date
_____ Hiring Department Head	_____ Date	_____ Additional Signature (if applicable)	_____ Date
_____ Additional Signature (if applicable)	_____ Date	_____ Additional Signature (if applicable)	_____ Date

**Department, Program & Graduate School Use Only**

Department Acct	Departmental Index	Amount

EPAF # \_\_\_\_\_ # \_\_\_\_\_ # \_\_\_\_\_

*\*If the stipend rate differs across terms, separate EPAFs must be submitted. All numbers must be included on this form.*

**Council of Graduate Schools Resolution: Graduate Scholars, Fellows, Trainees, and Assistants:** Acceptance of an offer of financial support (such as a graduate scholarship, fellowship, traineeship, or assistantship) by a prospective or enrolled graduate student for the next academic year completes an agreement that both student and graduate school expect to honor. In that context, the conditions affecting such offers and their acceptance must be defined carefully and understood by all parties. Students are under no obligation to respond to offers of financial support prior to April 15; earlier deadlines for acceptance of such offers violate the intent of this Resolution. However, an acceptance given or left in force after April 15 commits the student to first inform the program that they are withdrawing or resigning from the offer of financial support that they previously had accepted. Applicants are no longer required to obtain a formal release from the program whose offer they accepted, either before or after the April 15 deadline.