

## **GRADUATE ASSISTANT ADVISING**

Coordinators need to be aware of any graduate assistants in your department/school whose cumulative GPA is less than 3.00.

Please follow the Maintenance Criteria below in reviewing these graduate assistants.

### **Graduate Assistant Maintenance Criteria**

The degree program is responsible for ensuring that an assistantship facilitates the progress made by each graduate assistant toward degree completion. If an assistantship is contributing to unsatisfactory academic performance or is interfering with the timely completion of a degree by a graduate student, this information should be considered in renewing assistantship contracts. A graduate assistant must maintain a 3.00 cumulative average in order to continue to keep his/her assistantship.

If a graduate assistant's *semester* GPA falls below 3.00 but their cumulative GPA remains at 3.00 or higher, departments/schools should consider whether continuation of the assistantship will interfere with the graduate assistant's future academic progress in the degree program. The Graduate School does not need to review this decision.

Continuing students whose cumulative graduate GPA is below 3.0 are not permitted to hold assistantships. Requests for such appointments are automatically blocked at HR. In exceptional circumstances the department may request an exception from the Graduate School.