

**Apply for a Graduate Assistantship for AY 2019 - 2020**

The Office of Graduate Studies is awarding five graduate assistantships for the 2019-2020 Academic Year to new (matriculated) or returning graduate students.

Graduate assistantships are awarded on a semester basis. Students agree to a 15 hour/week commitment during the 15-week semester. In return, students receive tuition vouchers for up to two Continuing Education Graduate Classes (held during the evening, Saturdays, or online; excludes most practicums, internships and independent studies) and a $2,500 stipend per semester. Tuition remission is considered a financial resource in any financial aid award. **Course vouchers are not transferable and cannot be applied to most practicums, internships or directed/independent studies (see Corissa Donaghy for clarification on this)**. **Vouchers do not have cash value except towards tuition. Vouchers cannot be applied to any other fees incurred by the student (e.g., books, additional student fees apart from the course).** **Vouchers should be submitted with your registration. Vouchers may not be applied retroactively or utilized at other colleges or universities. Expiration dates cannot be extended.**

Graduate assistants will be assigned specific projects for faculty, administrators or staff from across the campus; awards may be given outside the applicant’s academic discipline. The assistantship is designed to last the entire academic year (fall and spring semester) pending a mid-year review by the sponsor unless otherwise specified as one semester.

A list of available Graduate Assistantships, with a description of the scope of work, is [located through this link](https://www.framingham.edu/academics/graduate-studies/graduate-assistanship-program/graduate-assistantships). Students who wish to apply for an assistantship must submit a completed Graduate Assistantship application (see enclosed), a current curriculum vitae and a letter of intent. Your letter of intent should include your professional qualifications, reasons for applying, and your expectations of the experience. Please submit these documents electronically to Ms. Corissa Donaghy ([cdonaghy@framingham.edu](mailto:cdonaghy@framingham.edu)).

The deadline for submission for a Graduate Assistantship for the 2019-2020 Academic Year is **March 1, 2019**. Applications will be reviewed by the Assistantship Supervisors. Final decisions will be made by early April 2019.

**Note: You must already be matriculated into a master’s program in order to apply for this opportunity. Students will be asked to fill out a CORI/SORI form if selected for an assistantship.**

**AY 2019-2020 Graduate Assistantship Application**

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Program: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Expected Date of Master’s Degree Completion: \_\_\_\_\_\_\_\_\_

Assistantship Applying For (University/Academic Dept): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Second Choice (not required): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you been a Graduate Assistant before (Yes/No)? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If Yes, when (Semester/Year)? \_\_\_\_\_ Who was your adviser? ­­­­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Undergraduate Degree: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Concentration (if applicable): \_\_\_\_\_\_

Current Licenses (if applicable):

Please submit this completed form, along with a current c.v./resume and a letter of intent, that outlines your:

1. professional qualifications;
2. reasons for applying; and
3. your expectations of this experience

Submit your completed documents via e-mail to:

Ms. Corissa Donaghy

Administrative Assistant

Offices of Graduate Studies and Continuing Education

E-mail: [cdonaghy@framingham.edu](mailto:cdonaghy@framingham.edu)

The deadline for submission of this paperwork is **March 1, 2019**.

**Note: You must already be matriculated into a master’s program in order to apply for this opportunity. A CORI/SORI check will be conducted for any student selected to be a Graduate Assistant.**