

Graduate Assistant Tuition Remission Form
North Dakota State University – Graduate School
Attach to Payroll form 100 or 101

This form is used for approving grant funds to pay tuition of Graduate Assistants. The eligible tuition does not include program fees, DCE, Summer Self-Support, or Cooperative Education credits. To process tuition remission requests for DCE, Summer Self-Support, or Cooperative Education, complete an IDB and forward to Customer Account Services.

Date: _____

Please check one box:

Original Request ☐

Amendment ☐

Student Information:

Last Name: _____ First Name: _____ ID: _____

Department Information:

Dept Name: _____ Phone #: _____

Contact Name: _____ Email: _____

Award Information: Student awards must always be reported for the full academic year

Primary Grant: Circle Type of Funding: FEDERAL STATE OTHER _____

Grant Start Date: _____ Grant End Date: _____

FUND#: _____ DEPT#: _____ PROJECT# _____ PROGRAM# _____

Select one box:

☐ Grant will pay full base tuition.

Will the grant pay the differential tuition component (circle one): YES NO

☐ Grant will pay tuition up to the ND Resident Rate

Will the student be awarded a Graduate Waiver for remaining eligible tuition (circle one): YES NO

☐ Grant will pay a fixed tuition amount of _____

Will the student be awarded a Graduate Waiver for remaining eligible tuition (circle one): YES NO

Circle all semesters the grant will pay for the tuition: FALL SPRING SUMMER

Secondary Grant: Circle Type of Funding: FEDERAL STATE OTHER _____

Grant Start Date: _____ Grant End Date: _____

FUND#: _____ DEPT#: _____ PROJECT# _____ PROGRAM# _____

Select one box:

☐ Grant will pay full base tuition.

Will the grant pay the differential tuition component (circle one): YES NO

☐ Grant will pay tuition up to the ND Resident Rate

Will the student be awarded a Graduate Waiver for remaining eligible tuition (circle one): YES NO

☐ Grant will pay a fixed tuition amount of _____

Will the student be awarded a Graduate Waiver for remaining eligible tuition (circle one): YES NO

Circle all semesters the grant will pay for the tuition: FALL SPRING SUMMER

Note: Any changes to the award after this date must be monitored by the department and an Amended Graduate Assistant Remission Form be submitted.

Primary Grant PI Signature: _____

Date: _____

Secondary Grant PI Signature: _____

Date: _____

Please forward signed document to the Graduate School

Internal Process (initial & date completion):

1. _____ Form 100 or 101 on file (Grad Office review)

2. _____ Processed by Grad Office

3. _____ Reviewed by Grants & Contracts

4. _____ Reviewed by Budget Office/Ag Budget Office

5. _____ Reviewed by Student Financial Services

6. _____ Reviewed by Customer Account Services