

## **Graduate Provisional and Special Students**

**Graduate Provisional Students** are conditionally admitted to the University's Graduate programs and usually have to complete certain requisites to be fully admitted as a regular graduate student to their respective specific programs. Due to this status, graduate provisional students are limited to the eligibility of a fifth-year undergraduate student. **Graduate Special Students** are ineligible for aid.

## **Teacher Certification and Licensure Students**

A student may receive Federal Work-Study, Direct Subsidized and Unsubsidized Loans, as well as, Direct Graduate PLUS loans if he is enrolled at least half time in required teacher certification coursework, even though it does not lead to a degree or certificate awarded by PVAMU. To qualify, the coursework must be required for elementary or secondary teacher certification or recertification in the state where the student plans to teach. Optional courses that the student elects to take for professional recognition or advancement, and courses recommended by your school but not required for certification, do not qualify.

For Stafford loans, such students may borrow at the fifth-year undergraduate loan level, and the loan limit is not prorated if the coursework lasts less than an academic year. Students seeking licensure are ineligible for federal aid.

### ***Sources of Financial Aid*** ***Graduate Teaching and Non-Teaching Assistantships***

University Graduate Non-Teaching and Teaching Assistantships are managed by the schools and colleges. These appointments are available for full-time, enrolled graduate students. Assistantships may be distinguished as follows:

1. A graduate teaching assistant has at least a bachelor's degree and eighteen graduate credits in the field in which employment is held. A graduate teaching assistant may assist the professor of record by giving lectures and carrying out other classroom teaching, and may prepare and grade examinations under the direct supervision of an experienced faculty member.
2. A graduate non-teaching assistant must have a bachelor's degree and may be assigned to tasks that do not involve classroom teaching. Such activities may include laboratory assistance, research assistance, grading objective examinations, keeping class records, and performing similar functions.
3. A doctoral teaching assistant must have a master's degree, be fully admitted to a Ph.D. program and have a minimum of 18 graduate credits in the field in which employment is held. A doctoral teaching assistant is the teacher of record but performs teaching duties under the supervision of an experienced faculty member.

4. A doctoral research assistant must have a master's degree and be fully admitted to a Ph.D. program. Assignments may include assisting in faculty research, writing grant proposals, and performing grant related assignments.

International students “for whom English is a second language” may be appointed as graduate teaching assistants only when results of a test of spoken English or other reliable assessment of the applicant's proficiency in oral communication and speech indicates that the appointment is appropriate.

### **Supervision**

Each assistant must be assigned to a supervisor who will give guidance and assist the student in carrying out work assignments. The supervisor is responsible for assigning tasks, monitoring the progress of work, keeping a record of hours worked, and evaluating the performance of the student. At the end of each school year, each supervisor must submit an evaluation of the work performance of the students supervised.

### **Graduate Teaching Assistant Appointment Criteria**

1. Must be enrolled as a full-time graduate student at Prairie View A&M University.
2. Must have a minimum of eighteen (18) graduate credits in the teaching field.
3. Must be in good academic standing.

### **Graduate Non-Teaching Assistant Appointment Criteria**

1. Must be enrolled as a full-time graduate student at Prairie View A&M University.
2. Must be in good academic standing.

### **Doctoral Teaching Assistant Appointment Criteria**

1. Must be enrolled as a full-time doctoral student at Prairie View A&M University.
2. Must have a master's degree and a minimum of eighteen (18) graduate credits in the teaching field.
3. Must be in good academic standing.

### **Doctoral Research Assistant Appointment Criteria**

1. Must be enrolled as full-time doctoral student at Prairie View A&M University.
2. Must be in good academic standing.

### **Application Procedures**

Students who wish to apply for assistantships must do so on forms available in the Office of Graduate Programs. Approval of an application depends upon the student's academic background, present status, and the availability of funds. Assistants in academic departments work under the supervision of appointed faculty members. In other units, the Head of the Department or the appointed supervisor provides supervision.