

Tuition Support for Graduate Research Assistants

College of Veterinary Medicine

Effective Date: January 1, 2016

Policy:

All proposals for extramural funding from the College of Veterinary Medicine that include stipends for graduate research assistants (GRA) are required to also request tuition for those students.

Federal agencies normally allow for the cost of tuition in grants and contracts. Other funding agencies and sponsors may allow tuition to be included in grants and contracts. If the sponsor does not allow tuition costs, a statement to that effect and the sponsor's policy must be included in the Sponsored Projects Transmittal Sheet.

This policy only addresses GRA appointments.

Rationale:

The rationale and purpose of this policy are to:

- provide tuition support for all GRAs in the College,
- support the initiatives of the University, Graduate School and our College related to Theme 3 of the K-State 2025 plan: Enhancing the Graduate Student Experience,
- establish a uniform policy and program to provide tuition support for GRAs to increase College and University competitiveness to recruit the most talented graduate students.

Background:

In accordance with the terms of the US Office of Management and Budget Uniform Administrative Requirements (2 CFR § 200.466), tuition remission and other forms of compensation paid as, or in lieu of, wages to students performing necessary work are allowable provided that:

- the individual is conducting activities necessary to the sponsored project agreement,
- tuition remission and other support are provided in accordance with established educational institutional policy and consistently provided in a like manner to students in return for similar activities conducted in non-sponsored as well as sponsored activities,
- during the academic period, the student is enrolled in an advanced degree program at the institution or affiliated institution and the activities of the student in relation to the sponsored research project are related to the degree program,
- the tuition or other payments are reasonable compensation for the work performed and are conditioned explicitly upon the performance of necessary work.

Budgeting Tuition on Research Proposals:

The preferred method of including tuition on research proposals for those Principal Investigators who budget a GRA to assist with their research projects is to include a line item for tuition as a direct cost in the budget proposal. It is essential to review a sponsor's solicitation in order to determine if there are any limitations regarding graduate tuition. This preferred method is consistent with University policies and practices.

- Tuition costs should be identified as a direct cost within the "Other" budget category with the following justification: "Tuition is part of the overall Graduate Research Assistant compensation package."
- Tuition listed in this way is not included in the University's modified total direct cost (MTDC) base for determining facilities and administrative (F&A) costs, and does not generate indirect costs.

The alternative method, used only if the sponsor does not allow tuition costs, is to increase the normal GRA stipend to include the cost of tuition. The student will then be responsible for paying their own tuition. When this method is used to pay for tuition that the sponsor does not allow as a line item, this must be indicated and the sponsor's policy must be included in Sponsored Projects Transmittal Sheet. In addition, the budget justification should not contain a statement about tuition but should state that the stipend is consistent with the department stipend level.

Amount of Tuition to be Included:

- For students to be eligible for resident tuition they must be on a 0.5 FTE appointment. Full-time GRAs must be enrolled for a minimum of 6 credit hours each for fall and spring semesters and 3 credit hours for summer.
- The inflation factor recommended by PreAward Services for tuition is currently 5.5% per project year, based on the historical average annual increase of 5.66% from 2009-2014.
- Tuition remission for GRAs at K-State is paid in lieu of salaries and wages. Amounts paid for tuition are reported to Human Capital Services and adjustments will be made to the student's paychecks to reflect related withholding amounts.

On-Campus Fall/Spring/Summer Terms Effective 2018 Fall Term

Base Tuition Rates <i>per credit hour</i>	Resident
Graduate	\$419.20

A comprehensive tuition and fee schedule can be found at: <http://www.k-state.edu/finsvcs/cashiers/costs/>