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DATE September 26, 2023
TO Deans and Directors
FROM Anupma Prakash, Provost and Executive Vice Chancellor
Julie Queen, Vice Chancellor for Administrative Services
CC Rich Collins, Director, Graduate School
Amanda Wall, Associate Vice Chancellor Financial & Business Services
Jason Theis, Director, Office of Finance & Accounting
Core Cabinet
RE UAF Graduate Research Assistantship (RA) Tuition Matching Program Expansion

We are pleased to announce the expansion of UAF's graduate research assistantship (RA) tuition matching program. This program expansion takes effect this fall and is an important step to reaching R1 status at UAF.

Over the last several years, UAF has tested this central tuition support model within the ocean sciences LTER project and it has been successful. As such, UAF is expanding this program to all program subject areas in an effort to increase the level of institutional resources committed to new graduate students.

Terms and conditions as they apply to this graduate RA tuition matching program expansion are attached.

Please feel free to contact Rich Collins, Director of the Graduate School, or Jason Theis, Director of Office of Finance and Accounting, with any questions.

/attachment - UAF Graduate Research Assistantship Tuition Matching Program

UAF Graduate Research Assistantship Tuition Matching Program

Program Guidance

In an effort to achieve R1 research status and support more graduate students on research assistantships (RA), UAF is establishing a graduate “RA tuition matching program”. This program will use institutional resources to provide central tuition support for new graduate students on sponsored program activity that already supports graduate students.

This program, which was tested on a pilot basis over the last several years within the ocean sciences LTER project, has been successful; therefore UAF is expanding the program to all subject areas. The program is subject to the following terms and conditions:

1. This program applies to existing and new sponsored projects that include UAF graduate research assistants where the project supports the stipend and tuition of a minimum of one RA.
2. The sponsored project (or other aligned funding such as third party or departmental match) will cover the stipends and health insurance cost for the second (matching) graduate RA receiving the UAF central tuition support.
3. To be eligible, the sponsored project must budget and expend at least one semester of resident tuition plus nonresident tuition (NRT) (if applicable) for each additional RA student supported by UAF.
4. The project must expend all of the funds that are budgeted for graduate student stipends, health insurance, and resident and nonresident tuition for those purposes.
5. The value of tuition (including NRT) funded by the grant cannot be less than the value of tuition support funded by UAF. I.e., If the project budget supports one student's tuition, and UAF agrees to support the tuition of a second student, each will support one if both are of equal tuition value. If only one student is a non-resident (NRT rate), the project will support that student and UAF will support the resident student.

Appendix - Technical Administration and Approvals

Units will continue to use their standard RA tuition waiver code for all awards and will reconcile the tuition charges (6210) within one month of the close of fee payment each semester, or within one month of the charges posting (if after the fee payment deadline), in order to be eligible.

The graduate RA Tuition Matching Program account is 103010-50175. Each semester, approval for use of this program will come from the Associate Vice Chancellor for Financial and Business Services (or designee) upon submission of the RA tuition support reconciliation journal voucher (JV). JV's must contain: clearly formatted backup showing each grant, the student(s) supported by that grant, and which of those students the unit is requesting UAF support through this program.

This is an important step in expanding UAF's R1 efforts including support of graduate research assistants. Deans and Directors are hereby delegated authorization to approve graduate RA awards based on the expected use of this program and assume liability for all tuition support awarded for which the administrative processing guidelines or terms and conditions are not met.