Fellowships covering tuition and stipends are available for students at the graduate level in return for assisting faculty members in teaching and/or research for a specified number of hours per week in an academic department. Recipients are selected on the basis of academic record and departmental need. Applications may be obtained from the office of the dean of the faculty to which the student is applying or belongs and should be filled out prior to the beginning of the semester, meeting a deadline set by that faculty.

The following rules apply to graduate assistants (GA's) and graduate research assistants (GRA's):

1. GA's and GRA's must be full-time students at the University.

2. GA and GRA assistantships are allocated to departments by the dean of the faculty.

3. They are allocated to individual faculty members by the chair of the department.

4. Graduate assistantships may be on full or part support, as specified by the dean of the faculty or the chair of the department.

5. The definition of full-support for a GA is defined as either 9 or 12 credit units depending on faculty/school requirements, plus the GA stipend as set by the University for which the full-time GA works 20 hours per week. Graduate assistantships and the work requirements attached, may be divided according to credit hours of tuition and portion of stipend support provided.

6. GRA stipends and tuition support come from grants, either from the University Research Board (URB) or through external grant support. They supplement or substitute for the regular graduate assistantships and provide additional tuition or stipend support up to the limit set by the University.

7. The duties of GA concentrate on teaching or teaching support, although they may also assist faculty members in their research. GRA duties focus on assisting in research. In neither case should such students be assigned clerical work, which is more properly assigned to the University's administrative staff or to undergraduate student-work scholarship students.

8. Full time students awarded GA or GRA may not work more than 20 hours per week in this capacity and are not allowed to work outside the University. They will not be entitled to receive other financial aid as long as the GA or GRA are in force. They may be terminated with one month notice at any time their performance is considered, at the sole discretion of the department concerned, to be unsatisfactory.

(To download this policy in Word format, click here)

For any comments, feedback, or query, please contact: policies@aub.edu.lb.

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