

Application for Non-Resident Tuition Waiver Graduate Student Assistantships

A non-resident teaching/research assistant of a State of Texas institution of higher education may be entitled to resident tuition and fees in accordance with Texas Education Code, Sec. 54.212. For details regarding requirements for this waiver, please visit [MAPP 11.03.03](http://mapp.uh.edu/11.03.03).

Sec. 54.212. TEACHING OR RESEARCH ASSISTANT. A teaching assistant or research assistant of any institution of higher education and the spouse and children of such a teaching assistant or research assistant are entitled to register in a state institution of higher education by paying the tuition fees and other fees or charges required for Texas residents under Section [54.051](http://mapp.uh.edu/54.051) of this code, without regard to the length of time the assistant has resided in Texas, if the assistant is employed at least one-half time in a teaching or research assistant position which relates to the assistant's degree program under rules and regulations established by the employer institution.

Approved forms must be emailed to the Graduate School by the 10th class day for the Fall and Spring terms or by the 2nd class day of session 1 for the Summer term at gradschool@uh.edu.

A. Student				
myUH ID:	Last Name:		First Name:	
Term: Fall Spring Summer*	Year: 20____	**Hours Enrolled:	Graduation Term:	Degree Plan:
I understand that I meet all requirements for resident tuition based on my employment as outlined in Texas Education Code, Sec. 54.212 and further explained in MAPP 11.03.03. I understand that if my employment status changes making me ineligible for the exemption, I will pay the required non-resident tuition by the deadline as posted on my account. Non-payment will result in cancellation of my registration and/or loss of credit for the term.				
_____	_____	____/____/____		_____
Signature	Print Name		Date	

B. Employing Department							
Employing Department Name:	Job Title:	TA	TF	FTE:	^UOE:	Approved	Employed before or on ORD:
	RA-TE	RA	IA			Pending	Yes No***
Job Duties:							
College Business Administrator Certification: I certify that the student named above has been offered employment in the qualified position above and is assigned the job duties provided for the term(s) indicated.							
_____	_____	____/____/____		_____	_____		
Signature	Print Name		Date				

C. Academic Department		
Department Name:	Department Code:	
Academic Faculty Advisor Certification: I certify that the duties listed in section B (or attached) relates to the student's degree program for the term(s) indicated.		
_____ Signature	_____ Print Name	____/____/____ Date
Academic Department Chair Certification: I certify that the duties listed in section B (or attached) relates to the student's degree program for the term(s) indicated.		
_____ Signature	_____ Print Name	____/____/____ Date

D. Graduate School		
Approved Denied - Reason: _____		
_____ Signature	_____ Print Name	____/____/____ Date

A separate waiver form must be submitted for every term.

*Student qualifies for a waiver for summer if the student is employed by the 4th day of class through the last day of class of session 1.

**If a student is enrolled less than full-time, a Graduate & Professional Student Petition must submitted to be keep employment in an assistantship position and be eligible for a Non-Resident Tuition Waiver.

In accordance with the Graduate Catalog Conditions of Service #2 for Graduate Student Assistantships: "Graduate student assistants must maintain a full-time course load throughout the term. The minimum full-time course load per semester is nine credit hours for master's students and nine credit hours for doctoral students."

***Per MAPP 11.03.03, if the student is not employed in the system before or on ORD, then they are not eligible for the TA/RA Employment Waiver.