



The Graduate College

Other Funding Graduate Assistant Request Form for FALL 18/SPRING 19

Section I –Supervisor Information

If you are not a member of the Graduate Faculty, you will need to partner with a member of the Graduate Faculty that serves in the same graduate program as the student.

Name _____ Campus Email _____

Department _____ Campus Phone _____

With which Graduate Program(s) or Department(s) are you affiliated? _____

Are you a member of the Graduate Faculty or have permission to teach graduate courses? _____

Will you be directly supervising this project AND the graduate student? _____

Have you previously supervised a graduate assistantship? _____

If yes, please list evidence of how you met the stated goals of your most recent project that included an assistantship.

Section II – Project for Which Graduate Student Will Participate

Description of Project - Please give a brief description of the project in layman’s terms.

Which tier of support are you seeking?

What is the funding source for the stipend?

What skills should your ideal graduate student have for this position?

From which graduate program(s) would you prefer your student come?

Duties of the Graduate Student – Please indicate the duty/task and the approximate amount of time the student will spend on that duty/task as a percentage of their overall time.

Specific Duty/Task	% of Time

How will the student be evaluated? – Please indicate the frequency and method by which the student will be evaluated. Please be as specific as possible.

What are the student’s learning objectives? – Please indicate the learning objectives for the student. The learning objectives should be tied to the student’s graduate program.



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What is the benefit of this project to the university? – Please indicate how this project meets strategic goals of the unit, college, or university, how it advances graduate education at KSU, and how it will elevate the university or lead to future grants or projects. Please be as specific as possible.

Supervisor Signature _____ **Date** _____

Dept Chair/Head Signature _____ **Date** _____

College Dean Signature _____ **Date** _____

Please send to gradcollegeforms@kennesaw.edu **by April 9, 2018.**