

University of Nebraska-Lincoln
Office of Graduate Studies
Summer Tuition Waiver Form
For Graduate Assistants

Student Name _____
Last First MI

Personnel # _____ Student ID# _____

Department Name _____

Date Assistantship Began _____
Month Year

Return the completed form and a copy of the letter of offer to:

Jamie Longwell - jamie.longwell@unl.edu

(This form is to be sent to the above address, it should not accompany a PAF which gets sent to Payroll). It is beneficial, but not required, to have a fall appointment on SAP for this student.

Deadline for timely processing:

April 15 for First Five-Week or Eight-Week Session

May 15 for Second Five-Week Session

For an assistantship that begins in August of the prior academic year, no form needs to be filed. An academic semester/year is defined by the dates classes start and end from August – May.

Department Head Signature Date

OPTION 1:

If the assistantship began at the beginning of the spring semester, the student may receive tuition waiver for summer hours by using the previous spring and following fall assistantship dollars, FTE and hours. Please complete the following:

SPRING ASST. TOTAL PAY: \$ _____

FTE _____ Hours Registered _____

FALL ASST. TOTAL PAY: \$ _____

FTE _____ Hours Registered _____

OPTION 2: (Please submit a copy of the offer letter with this)

If the assistantship began during the summer, the student may receive tuition waiver for summer hours by using the following *academic year* assistantship dollars, FTE and hours. Please complete the following:

ACADEMIC YEAR TOTAL PAY: \$ _____

FTE _____ Hours Registered _____

Graduate Studies Signature Date

No. of Hours Covered _____

Date Rec'd in Student Accounts _____