

University of Kansas, Lawrence
Doctoral Candidate
Graduate Teaching Assistant/Graduate Research Assistant
Certification of Eligibility to Enroll in Fewer than Six Hours

Article 5, Section 2 of the Memorandum of Agreement between the University of Kansas, the Kansas Board of Regents, and the Kansas Association of Public Employees (KAPE) approved October 1, 2002, addresses the conditions for holding GTA appointments. A doctoral student who has successfully completed the doctoral comprehensive examination, all other Graduate School and departmental requirements, and 18 post-comprehensive credit hours may hold a GTA appointment while being enrolled in one or more dissertation or equivalent credit hours as approved by the Provost. The same criteria will apply to doctoral students who hold Graduate Research Assistant (GRA) positions. Because it is not possible for the Provost's Office or the Graduate School to determine whether a doctoral student has met the requirements stated above, we ask the departments to provide the information and the graduate divisions of the College and the schools to verify it.

_____, (_____), a doctoral candidate in the
(student name) (student #)

_____, _____ offered by the Department/School of
(degree program name) (degree program code)

_____ ,

has met all department and Graduate School requirements to be eligible for post-comprehensive enrollment,

successfully completed the doctoral comprehensive examination on _____,
(date)

completed 18 post-comprehensive credit hours at the end of the _____ fall/spring/summer term, and is eligible to enroll in fewer than 6 post-comprehensive credits while holding a
 GTA GRA position. (Please check the appropriate box.)

Student's advisor or departmental graduate advisor/director (date)

Associate Dean/Director, College or School Graduate Division (date)

When both the departmental representative and the Graduate Division representative have reviewed and signed this certification, a copy is to be sent to the Office of the Provost. The Office of the Provost will provide the information to the Payroll Office, the KU Center for Research, and the Office of Budget Management and Fiscal Services as appropriate.