Note: Funding for in-state tuition and/or fee assistance requires that the research assistant be: (1) enrolled in a JMU graduate program at the time support is provided; (2) engaged on a funded research project; (3) supervised by JMU faculty or staff serving as the PI or Co-PI of the sponsored program; and (4) supported with a full stipend through a sponsored program. Research Assistants must be full-time enrolled (at least 9 credit hours) and maintain a 3.0 GPA to obtain and retain a graduate assistantship.

Section A: Research Advisor Information

Faculty/Staff Name: Email:

Department:

College:

Section B: Sponsored Program Information

Project Title:

Sponsor:

Solicitation Link:

Proposal Deadline:

You **must** include the following documents with your tuition waiver application:

- A draft budget
- A draft statement of work, project narrative, or similar

Does the sponsor allow tuition and related costs to be funded by the program?   Yes ☐   No ☐

If yes, please explain why you are not requesting tuition and related costs in your budget:

Is a stipend requested on the grant for each semester a tuition waiver is request? Yes ☐   No ☐

Total projected stipend value supported by grant if funded: $

Total stipend value should reflect at least the current published rate or the rate specific to the discipline. It is expected for Research Assistants to work 20 hours per week and be full-time enrolled (9 credit hours minimum per semester). A stipend must be requested from the external funding source for each semester a tuition waiver is requested.

Is cost-sharing required by the sponsor?   Yes ☐   No ☐

Indirect costs provided to JMU should this project receive funding: $

Please list all co-PIs as well as their departmental and college affiliations:

Section C: Request

Briefly describe the role of the graduate student in this project.

Please fill out the table below indicating the number of Graduate Research Assistants needing support each year by semester in the "# of Students" column. Also indicate the number of credit hours needed each semester (Fall, Spring, Summer).

Academic Year	20xx-20xx		20xx-20xx		20xx-20xx		20xx-20xx		20xx-20xx	
	Credit hours per student	# of students (tuition waivers)	Credit hours per student	# of students (tuition waivers)	Credit hours per student	# of students (tuition waivers)	Credit hours per student	# of students (tuition waivers)	Credit hours per student	# of students (tuition waivers)
Fall										
Spring										
Summer										
Total per year										

Total number of students (tuition waivers) during grant period:

Total projected in-state tuition request cost: $

Please see the tuition rates per credit hour within the compensation table.

Please briefly describe how this project aligns with institutional goals and priorities (such as departmental, college, or university-wide initiatives).

Section D: Certification

I certify that the statements made on this application are, to the best of my knowledge, complete and correct, and that the selected Research Assistant will comply with all requirements to receive support under this program, and that I will supervise all research activity of this individual.

Research Advisor Signature: Date:

Section E: Departmental Support

AUH Name: Email:

Briefly describe the level of support the department is able to provide to the proposal. If the department is unable to provide a tuition waiver/fee assistance internally, please explain.

AUH Signature: Date:

Section F: College Level Support

Please explain why the college is unable to provide tuition waiver/fee assistance to this project.

Dean Signature: Date:

Please submit the completed form to grants@jmu.edu for review and submission to the Associate Vice President for Research and Scholarship.

Section E: Authorization

Associate Vice President for Research and Scholarship
Signature: Date:

Vice President for Research, Economic Development, and Innovation
Signature: Date: