Policy Number: 406

**Subject/Title:** Teaching or Graduate Assistant Enrollment Status Requirement

**Effective Date:** Fall 2018

**Policy Statement:** In order to be a Teaching or Graduate Assistant (TA or GA) during a given term, students must be enrolled at least-half time during that term (five (5) semester credit hours in the fall and spring terms and three (3) semester credit hours in the summer term).

This requirement does not apply to Graduate Research Assistant (GRA) positions.

A waiver may be obtained by sending an email request to the Office of Academic Affairs and Student Services at SPHStudentServices@uth.tmc.edu.

**Reason for Policy:** To offer TA or GA positions to students enrolled at least half-time.

**Definitions:** N/A

**Scope and Audience:** All students

**Responsibilities and Procedures:** Students must be enrolled for the minimum semester credit hours to be eligible for a TA or GA position.

**Related Policies, Forms and Information:** N/A

**History:** Approved by Academic Council, June 2018
Approved by Executive Council, July 2018

**Responsible Office/Contact Information:** Office of Academic Affairs and Student Services
Office Phone: 713-500-9032
E-mail: SPHStudentServices@uth.tmc.edu