



June 23, 2023

Mr. Jude Thomas (J00501595)
jjt1723@jagmail.southalabama.edu

Dear Mr. Jude Thomas,

The University of South Alabama Graduate School is pleased to announce that you have been awarded a Graduate Assistant I (GAI) in the School of Computing, Department of Computer Science, for Fall Semester 2023 (8/20/23-12/9/23). This assistantship carries a stipend of \$5,500 total. In addition, you are awarded a tuition fellowship which provides tuition up to ten hours per semester for a maximum of \$4,920 (Course credit hours will only be paid for the number of credit hours in which the student is enrolled). Out-of-state tuition of up to 10 hours, if applicable, is also waived as part of the fellowship. All other fees such as laboratory, student activity, computer, etc. are the responsibility of the student. **Full time course enrollment (6 credit hours minimum) is required** unless a part-time enrollment exception request is submitted from your department and approved by the Graduate Dean. The stipend requires that you work in your department twenty hours per week. The tuition fellowship is directly tied to your Graduate Assistantship position. If you resign from your assistantship, you will be responsible for the cost of your tuition. Please see the Policy and Procedures for Graduate Assistants document at <http://www.southalabama.edu/graduatemajors/graduateschool/information.html> for further information.

ALL Graduate Assistants (NEW and REAPPOINTMENTS) are required to report to Payroll to complete an I-9 as soon as possible, per U.S. Federal Government regulations. Failure to do so can result in the delay of your first paycheck. The green receipt you will be given must be turned in to your department. Please see the attached orientation letter for further details and more information regarding your assistantship.

We look forward to having you as a graduate assistant. Please see your department chair for further information about your duties.

In accepting this appointment as a graduate assistant, you agree to the terms and conditions set forth in the Policy and Procedure for Graduate Assistantships at the webpage above. Courses for which you receive tuition support must be essential to your degree. ***Please know, if you withdraw from your courses before the semester ends, you will be required to reimburse the Graduate School for your tuition.*** Tuition and Fees paid through institutionally funded Graduate Assistantships or any other institutionally managed funds are not eligible for Educational Employee Benefits (EEB). Should any course not qualify as an authorized tuition expense through the Graduate Assistantship Program, EEB may be applied to the additional tuition cost (following existing EEB eligibility criteria).

If you wish to accept this position on the terms as stated, please sign and return to the Office of the Graduate Dean, as soon as possible. If we do not hear from you within two weeks from the date of this letter, we shall assume that you do not wish to accept this assistantship.

Sincerely,

A handwritten signature in black ink, appearing to read 'Harold Pardue'.

J. Harold Pardue, Ph.D.
Dean of the Graduate School

Signature A handwritten signature in black ink, appearing to read 'Jude Thomas'.

Date Accepted 7 / 5 / 2023

JHP:alr

cc: Dr. Ryan Benton
Registrar

THE GRADUATE SCHOOL
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