



05/23/2017

Dear Maheedhar Gunnam (01061198)

I am pleased to offer you an assistantship for the semester Summer 2016-2017 i.e from 05-10-2017 to 07-30-2017 Please see below for information regarding your assistantship and financial award. In addition, you will receive a 75% tuition waiver for up to 5Credits of graduate courses.

Postion	Award	ODU/RF	Report To	Department	Date
SGRA	1500	ODU	Ajay Gupta	CS	05-15-2017 to 07-30-2017
GRA	1500	ODURF	Ajay Gupta	CS	05-10-2017 to 07-30-2017

All registration must be completed prior to your hire paperwork being forwarded to the Payroll office for completion. Please contact Ariel Sturtevant at [asturtev@odu.edu](mailto:asturtev@odu.edu) if you are unable to complete registration within 24 hours of signing this letter. Please note that, according to University policy, assistantship and/or fellowships (including tuition support) will be immediately terminated if you do not maintain a 3.00 grade point average.

Refer to the Graduate Assistantship Requirements document (<http://www.cs.odu.edu/files/graduate-assistant-requirements.pdf>) for information on course registration and teaching assistant training requirements.

Information on student health insurance is available at <https://www.odu.edu/life/health-safety/health/monarch-wellness/physical-wellness/student-health-center/billing/insurance>.

According to the provisions of the Immigration Reform and Control Act of 1986, it is the responsibility of Old Dominion University to examine original documents, provided by new employees (including students who are to receive assistantships), which demonstrate the individual's identity and employment eligibility. Documents must be presented in person. Domestic students can present documents to the department. All international students must visit Visa and Immigration Service Advising, Dragas Hall Room 2006 (757) 683-4756 or [intlstu@odu.edu](mailto:intlstu@odu.edu) to discuss visa arrangements and complete the Employment Eligibility Verification Form (commonly referred to as the Form 1-9)

Old Dominion University (ODU) adheres to the "Resolution regarding Graduate Scholars, Fellows, Trainees and Assistants of the Council of Graduate Schools of the United States. Please read the resolution at [http://www.cgsnet.org/ckfinder/portals/0/pdf\\_CGS\\_Resolution.pdf](http://www.cgsnet.org/ckfinder/portals/0/pdf_CGS_Resolution.pdf) to make yourself aware of the responsibilities. This letter supersedes and replaces any earlier letter(s) for this period of appointment. registration and teaching assistant training requirements.

Congratulations on receiving this appointment. I look forward to receiving your formal acceptance of the assistantship(s) and/or fellowship.

Sincerely yours,

Michele Weigle, PhD,

Graduate Program Director



Department of Computer Science

I understand and agree to the terms and requirements of this financial support award.

UIN

Student's Signature

Date