



03/16/2017

Dear

I am pleased to offer you an assistantship for the semester i.e from to Please see below for information regarding your assistantship and financial award. In addition, you will receive a % tuition waiver for up to Credit Hours of graduate courses.

Postion	Award	ODU/RF	Report To	Department	Date
GRA	3200	ODURF	Ajay Gupta	CS	2017-01-01 to 2017-04-30

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

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.

This letter supersedes and replaces any earlier letter(s) for this period of appointment. 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