

The Graduate Assistant Program

Provisions

- The Graduate Assistant (GA) program provides a credit for tuition, comprehensive fee, the cost of room & board, and a stipend for incidental expenses.
- Graduate Assistants not living on campus will receive a taxable housing stipend. All other fees are the responsibility of the student (i.e. textbooks, graduation, recording fees, etc.). At the end of the course of study, the Graduate Assistant is expected to have no financial obligation to Maranatha Baptist University.
- GA placement is determined by the Office of Human Relations in conjunction with department supervisors.
- Graduate Assistants are considered full-time graduate students. As such, Graduate Assistants are not eligible for employee benefits but will be included in the employee discount offerings of the bookstore (usually 20 percent).
- A period of two weeks (three weeks for 12-month GAs) will be guaranteed as an “unscheduled” work period to allow for time away from campus.

Participation Requirements

- High quality work is expected from Graduate Assistants in their work assignment and in their graduate study. Graduate Assistants must maintain a 3.0 cumulative grade point average. If the work of a Graduate Assistant is unsatisfactory, the graduate program may terminate the Graduate Assistantship at the end of any semester.
- Graduate Assistants may not work outside their assigned duties, nor may they work more than their assigned hours without prior approval from the Office of Human Relations and the Graduate Program Coordinator.
- Graduate Assistants must coordinate requests for unpaid time off with their supervisors.

Master Education & Master of Organizational Leadership

- Master of Education Graduate Assistants will normally commit to the GA program for two years. The student will enroll in 14-18 semester hours per year, with a limit of 32 total hours.
- Master of Organizational Leadership Graduate Assistants will normally commit to the GA program for two years. The student will enroll in 18 semester hours per year, with a limit of 36 total hours.
- Position appointments that coincide with the school year (starting August 1 through May) require 1,100 hours of work (approximately 22 hrs/wk when school is in session & 40 hrs at other times). A stipend will be paid during the school year.
- A student assigned to work throughout the year (starting June 1 through May) is required to work 1,400 hours (approximately 22 hrs/wk when school is in session & 40 hrs at other times). A stipend will be paid throughout the year.