

OHIO UNIVERSITY
DEPARTMENT OF SOCIAL WORK
MASTER OF SOCIAL WORK PROGRAM
APPLICATION FOR DEPARTMENTAL STIPEND (GRADUATE ASSISTANTSHIP)

The Department of Social Work has a very limited number of departmental stipends (funds to support graduate assistantships).* Only full time students are eligible for department stipends. Stipends may be awarded for any, some or all of the six program quarters. **Stipends cannot be awarded to students whose GPA is below 3.25, and students who have been awarded stipends will automatically lose them if their GPAs fall below 3.25.** All stipends require 15 hours per week of work as a graduate assistant during each quarter that the stipend is provided. Stipended students may not be employed elsewhere during the stipend period. Stipended students must log their work hours and submit the log, signed by their work supervisor, to the Graduate Chair for each month that they receive a stipend. With approval of the work supervisor, students may “bank” advance hours during the summer, winter and spring breaks (enabling them to reduce their workloads during the quarters of program operation), but will receive stipend payments only during the Fall, Winter and/or Spring quarters. Students are not required to “bank” advance hours, but are required to make up hours not completed or logged during previous quarters. Paychecks will be withheld until those hours and logs are completed.

There are several factors used in determining students’ eligibility for departmental stipends. They are:

- a.) The student’s ability to contribute to the work of the department, based on the student’s skills and the needs of the department for those skills. (Stipend work is not used to train students in new skills.)
- b.) The student’s ability to provide the time necessary for the stipended work. This is based on the student’s grades and absence of other employment.
- c.) The student’s eligibility for alternative funding, including grants, loans and paid employment.
- d.) The student’s financial circumstances, including ability to obtain paid employment, dependents and whether the student is eligible for lower tuition as an Ohio resident or relative of a university employee.

* Occasionally the department will receive additional stipend funding from other university units or faculty-generated grant funds. In the latter cases, the criteria used to select students may differ from those listed above.

Name: _____ E-mail Address: _____

Skills/Experience/Other Qualifications:

- clinical experience
- administrative experience
- research experience
- web site design
- writing/editing/proofreading
- teaching assistance/experience
- specific coursework, please list _____

- other skills/experience, please list _____

Please attach a copy of your FAFSA Student Aid Form (the form *returned* to you by FAFSA) and a statement of *no more than two pages* which describes your eligibility for a departmental stipend, specifics of the skills, experience, coursework and qualifications noted above and any additional skills or experience you have which may be of use to the department. Please note, too, if you have or anticipate any other commitments, or have any restrictions (physical limitations, transportation difficulties, etc.) that may limit your ability to perform timely work assignments.

Please Note: For full consideration, this form *must* be submitted by the February 1 prior to the academic year for which a stipend is requested.