

Academic Year Timeline

Graduate Student Support Plan (GSSP)

Fall Semester

March

- Fall [enrollment](#) begins

June

- GSSP System (Graduate Support) switched “on” to begin determining GSSP eligibility and assign applicable awards.
 - When [all eligibility criteria](#) met, the Graduate Support System automatically assigns applicable tuition and health insurance awards to student accounts.
- The Graduate School will place GSSP-sponsorship indicators on accounts for those students that were eligible for GSSP tuition support in the Spring semester and will still be within their allowed semesters for GSSP tuition support for the upcoming Fall semester.

Items to Monitor or Complete

- ✓ Enrollment ([full-time enrollment](#) required for the GSSP)
 - Available queries in SIS Query Manager – Reporting:
 - GSSP_BY_PROG_TRM
 - GSSP_BY_COLLEGE_TRM
 - Submit any necessary [Academic Course Load Waiver](#) for students that the program will consider full-time enrolled at a lesser number of credit hours than the [SIS calculates as full-time](#).
- ✓ Place [GSSP indicators on graduate student accounts](#) that will be eligible for GSSP tuition support (within allowed semesters), but did not receive support in the Spring semester (i.e., new-incoming students, new to GSSP, etc.).

July

- 1st – University Cashier’s Office (UCO) sends out initial [Fall semester billing](#) (due August 1st)
- Mid-July – [Late Enrollment](#) Penalty Period Begins

Items to Monitor or Complete

- ✓ Enrollment ([full-time enrollment](#) required for the GSSP)
 - Available queries in SIS Query Manager – Reporting:
 - GSSP_BY_PROG_TRM
 - GSSP_BY_COLLEGE_TRM
 - Submit any necessary [Academic Course Load Waiver](#) for students that the program will consider full-time enrolled at a lesser number of credit hours than the [SIS calculates as full-time](#).
- ✓ Appointments (graduate assistantships & fellowships) entered and approved
 - Be mindful of [HR lockout times](#).
- ✓ [Residency requirements](#) met and application submitted for continuing domestic out-of-state students approaching the one-year NC residency mark.

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- ✓ Students should monitor their semester bill and notify department if they believe they have actively met [all GSSP eligibility requirements](#) and their tuition and health insurance are still pending on their semester bill.
- ✓ Submit any [GSSP Exception Requests](#) to the Graduate School for consideration.
 - Tuition support beyond allowed semesters
 - Master's degree not related to current field of study
 - Do not prorate tuition
 - Other

August

- 1st – RA-TA Health Insurance coverage begins for the Fall semester for [GSSP eligible students](#).
 - RA-TA Health Insurance Plan students waived from coverage on the Mandatory Student Health Insurance Plan (managed through the Student Health Center).
- 1st – University Cashier's Office (UCO) first [Fall semester billing due date](#).
- Early-August – University Cashier's Office (UCO) begins [cancelling student enrollment](#) for non-payment of tuition and fees.
- Mid-August – [Classes begin](#)

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- ✓ Enrollment ([full-time enrollment](#) required for the GSSP)
 - Available queries in SIS Query Manager – Reporting:
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 - Submit any necessary [Academic Course Load Waiver](#) for students that the program will consider full-time enrolled at a lesser number of credit hours than the [SIS calculates as full-time](#).
- ✓ Appointments (graduate assistantships & fellowships) entered and approved
 - Be mindful of [HR lockout times](#).
- ✓ [Residency requirements](#) met and application submitted for continuing domestic out-of-state students approaching the one-year NC residency mark.
- ✓ Students should monitor their semester bill and notify department if they believe they have actively met [all GSSP eligibility requirements](#) and their tuition and health insurance are still pending on their semester bill.

- Friday before Census Day – Deadline for submitting [GSSP Exception Requests](#).
- **Census Day** (10th day of classes) – all [GSSP eligibility requirements](#) must be met and active in the system (**approved** in the system at **all levels**).

September

- Graduate School confirms [RA-TA Health Insurance Plan](#) membership with BCBSNC.
- Graduate School creates and uploads all GSSP tuition financial transactions to the Financials System.

Graduate School continues to monitor enrollment and graduate appointments throughout the Fall semester ([GSSP eligibility](#) and graduate appointment requirements).

Academic Year Timeline

Graduate Student Support Plan (GSSP)

Spring Semester

October

- Spring [enrollment](#) begins
- GSSP System (Graduate Support) switched “on” to begin determining GSSP eligibility and assign applicable awards.
 - When [all eligibility criteria](#) met, the Graduate Support System automatically assigns applicable tuition and health insurance awards to student accounts.
- The Graduate School will place GSSP-sponsorship indicators on accounts for those students that were eligible for GSSP tuition support in the Spring semester and will still be within their allowed semesters for GSSP tuition support for the upcoming Fall semester.

Items to Monitor or Complete

- Enrollment ([full-time enrollment](#) required for the GSSP)
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November

- 1st – University Cashier’s Office (UCO) sends out initial [Spring semester billing](#) (due December 1st)
- Mid-November – [Late Enrollment](#) Penalty Period Begins

Items to Monitor or Complete

- ✓ Enrollment ([full-time enrollment](#) required for the GSSP)
 - Available queries in SIS Query Manager – Reporting:
 - GSSP_BY_PROG_TRM
 - GSSP_BY_COLLEGE_TRM
 - Submit any necessary [Academic Course Load Waiver](#) for students that the program will consider full-time enrolled at a lesser number of credit hours than the [SIS calculates as full-time](#).
- ✓ Appointments (graduate assistantships & fellowships) entered and approved
 - Be mindful of [HR lockout times](#).
- ✓ [Residency requirements](#) met and application submitted for continuing domestic out-of-state students approaching the one-year NC residency mark.
- ✓ Students should monitor their semester bill and notify department if they believe they have actively met [all GSSP eligibility requirements](#) and their tuition and health insurance are still pending on their semester bill.
- ✓ Submit any [GSSP Exception Requests](#) to the Graduate School for consideration.

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- Tuition support beyond allowed semesters
- Master's degree not related to current field of study
- Do not prorate tuition
- Other

December

- 1st – University Cashier's Office (UCO) first [Spring semester billing due date](#).
- Early-December – UCO begins [cancelling student enrollment](#) for non-payment of tuition and fees.
- 31st – End of RA-TA Health Insurance Plan coverage for *Fall* semester.

Items to Monitor or Complete

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- ✓ Appointments (graduate assistantships & fellowships) entered and approved
 - Be mindful of [HR lockout times](#).
- ✓ [Residency requirements](#) met and application submitted for continuing domestic out-of-state students approaching the one-year NC residency mark.
- ✓ Students should monitor their semester bill and notify department if they believe they have actively met [all GSSP eligibility requirements](#) and their tuition and health insurance are still pending on their semester bill.
- ✓ Submit any [GSSP Exception Requests](#) to the Graduate School for consideration.
 - Tuition support beyond allowed semesters
 - Master's degree not related to current field of study
 - Do not prorate tuition
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January

- 1st – RA-TA Health Insurance coverage begins for the Spring semester for [GSSP eligible students](#).
 - RA-TA Health Insurance Plan students waived from coverage on the Mandatory Student Health Insurance Plan (managed through the Student Health Center).
- Early-January – [Classes begin](#)

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- ✓ Enrollment ([full-time enrollment](#) required for the GSSP)
 - Available queries in SIS Query Manager – Reporting:
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- ✓ Appointments (graduate assistantships & fellowships) entered and approved

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- Be mindful of [HR lockout times](#).
- ✓ [Residency requirements](#) met and application submitted for continuing domestic out-of-state students approaching the one-year NC residency mark.
- ✓ Students should monitor their semester bill and notify department if they believe they have actively met [all GSSP eligibility requirements](#) and their tuition and health insurance are still pending on their semester bill.
- Friday before Census Day – Deadline for submitting [GSSP Exception Requests](#).
- **Census Day** (10th day of classes) – all [GSSP eligibility requirements](#) must be met and active in the system (**approved** in the system at **all levels**).

February

- Graduate School confirms [RA-TA Health Insurance Plan](#) membership with BCBSNC.
- Graduate School creates and uploads all GSSP tuition financial transactions to the Financials System.

Graduate School continues to monitor enrollment and graduate appointments throughout the Spring semester ([GSSP eligibility](#) and graduate appointment requirements).

Late-April – Graduate School begins assessing eligibility for summer coverage on the RA-TA Health Insurance Plan.