Summer 2022
Graduate Services Coordinator Workshop
Introduction & Opening Remarks

Peter Harries
New Staff in the Graduate School (since the last GSC Workshop…)

- **Student Services**
  - Hayley Hardenbrook
  - Jasmyn Rochester
  - Stephen Synk (ETD Editor)
  - Jessica Whittier - Graduate Liaison for the COS, COD, and CHASS
  - Jenni Wilson - Graduate Liaison for the CoEd, CNR, PCOM, and all Graduate Certificates

- **Business Operations**
  - Savita Sharma
  - Raj Bhosale
  - Vindhya Hegde

- **Communications and Marketing**
  - Gregory Hedgepeth

- **Professional Development**
  - Shawana Hodge

- **Course and Curriculum Development**
  - Jamie Digesare

- **University of Fellowship Office**
  - Kristen Hetrick
Records & Admissions

Lian Lynch
Exams

• 2 weeks prior to exam
  • Plan of work approved
  • Accurate committee
  • GSR

• Access to view exams
### Oral Examination Forms

#### Prepare New Form

**Search:**
- Name: [First name...][Last name...]
- Student ID: ID Number

**Filter:**
- Include archived forms
- Show only forms I've generated
- Show only forms from my programs
- Findings Status: Any

<table>
<thead>
<tr>
<th>Program</th>
<th>Student Info</th>
<th>Exam</th>
</tr>
</thead>
<tbody>
<tr>
<td>CPE</td>
<td>14CPEPHD</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>PhD Final</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Member: Wenyu Wang (Chair)</td>
</tr>
</tbody>
</table>
### Oral Examination Forms

#### Prepare New Form

**Search:**
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- Student ID#: ID Number

**Filter:**
- Findings Status: Any

#### Table

<table>
<thead>
<tr>
<th>Program</th>
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</tr>
</thead>
<tbody>
<tr>
<td>View/Print</td>
<td>Program</td>
<td>Plan</td>
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<tr>
<td>CPE</td>
<td>14CPEPHD</td>
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</tr>
<tr>
<td>Program</td>
<td>Plan</td>
<td>Student Last Name</td>
</tr>
<tr>
<td>---------</td>
<td>---------</td>
<td>-------------------</td>
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<tr>
<td>ENT</td>
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<tr>
<td>CH</td>
<td>17CHPHD</td>
<td></td>
</tr>
<tr>
<td>CH</td>
<td>17CHMS</td>
<td></td>
</tr>
</tbody>
</table>
Prior NCSU Credit
The following courses meet the requirements for transfer into the student's graduate program. Please review the courses below to ensure that they are relevant to the student's academic area. If approved, the corresponding grades and credit hours will be applied to their graduate career.

<table>
<thead>
<tr>
<th>Course Information</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Request</strong></td>
</tr>
<tr>
<td><strong>Status Date</strong></td>
</tr>
<tr>
<td>NDS</td>
</tr>
<tr>
<td><strong>comments</strong></td>
</tr>
<tr>
<td><strong>User ID</strong></td>
</tr>
<tr>
<td><strong>Comment</strong></td>
</tr>
</tbody>
</table>

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<td><strong>Status Date</strong></td>
</tr>
<tr>
<td>NDS</td>
</tr>
<tr>
<td><strong>comments</strong></td>
</tr>
<tr>
<td><strong>User ID</strong></td>
</tr>
<tr>
<td><strong>Comment</strong></td>
</tr>
</tbody>
</table>
The following courses meet the requirements for transfer into the student's graduate program. Please review the courses below to ensure that they are relevant to the student's academic area. If approved, the corresponding grades and credit hours will be applied to their graduate career.

Course Information

| Status Date | NDS | Fall '20 | GTI | 401 | US Cult & ED Colq | 3.00 Hrs | A |

Actions
- [ ] Approve
- [x] Deny
- [ ] Ignore

Comments
- User ID
- Date

Request
- Status Date
Degree Audit

• All certificates
• Most masters-only option B programs
• Plan of work will be replaced with 3 pages
  • Degree audit
  • Planner
  • Committee page
**Degree Audit**

<table>
<thead>
<tr>
<th>ID</th>
<th>Program</th>
<th>Total Units</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>MAC Accounting</td>
<td></td>
</tr>
<tr>
<td>Plan</td>
<td>20MACMR Accounting-MR</td>
<td></td>
</tr>
<tr>
<td>Sub-Plan</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Req Term</td>
<td>Fall '21</td>
<td></td>
</tr>
<tr>
<td>Last Updated</td>
<td>05/05/2022 02:54 PM</td>
<td></td>
</tr>
<tr>
<td>Advisor</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Cum GPA**: 3.033
- **Plan GPA**: 3.033
- **Degree Completed**: Spring '22
- **Must Graduate before**: Fall '27

<table>
<thead>
<tr>
<th>#</th>
<th>Description</th>
<th>Class</th>
<th>Term</th>
<th>Grade</th>
<th>Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>10</td>
<td>App Fin Mgmt</td>
<td>ACC 519</td>
<td>Fall '21</td>
<td>B</td>
<td>3.000</td>
</tr>
<tr>
<td>20</td>
<td>Adv Income Tax</td>
<td>ACC 530</td>
<td>Fall '21</td>
<td>B</td>
<td>3.000</td>
</tr>
<tr>
<td>30</td>
<td>Acc &amp; Tax Research</td>
<td>ACC 533</td>
<td>Fall '21</td>
<td>B</td>
<td>3.000</td>
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<tr>
<td>40</td>
<td>IT Risk &amp; Control</td>
<td>ACC 540</td>
<td>Fall '21</td>
<td>B</td>
<td>3.000</td>
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<tr>
<td>50</td>
<td>Mgr &amp; Career Eff</td>
<td>ACC 600</td>
<td>Fall '21</td>
<td>S</td>
<td>1.000</td>
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<tr>
<td>60</td>
<td>Adv Commercial Law</td>
<td>ACC 508</td>
<td>Spring '22</td>
<td>A-</td>
<td>3.000</td>
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<tr>
<td>70</td>
<td>Advanced Financial Accounting</td>
<td>ACC 510</td>
<td>Spring '22</td>
<td>B</td>
<td>3.000</td>
</tr>
<tr>
<td></td>
<td>Course provides excess units</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>80</td>
<td>Advanced Auditing</td>
<td>ACC 550</td>
<td>Spring '22</td>
<td>C+</td>
<td>3.000</td>
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<tr>
<td>90</td>
<td>SP Topics Bus Mgmt</td>
<td>BUS 590</td>
<td>Fall '21</td>
<td>B</td>
<td>3.000</td>
</tr>
<tr>
<td></td>
<td>Topic: Corporate Tax Strategy</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

- **Move**: 
- **Rqmnt Details**: 
- **Approved Exception**: 
- **Req Term**: Fall '21
- **Last Updated**: 05/05/2022 02:54 PM
- **Program**: MAC Accounting
- **Plan**: 20MACMR Accounting-MR
- **Sub-Plan**: 
- **Req Term**: Fall '21
- **Last Updated**: 05/05/2022 02:54 PM
- **Advisor**: 

---

**Notes**: 
- Courses 60 and 70 are advanced courses.
- Course 90 requires Mgmt. degrees.
## 2022 Spring Term

<table>
<thead>
<tr>
<th>COURSE INFORMATION</th>
<th>UNITS</th>
<th>GRADE</th>
<th>REQUIREMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 508 - Advanced Commercial Law</td>
<td>3</td>
<td>A+</td>
<td>Accounting-MR</td>
</tr>
<tr>
<td>ACC 510 - Advanced Financial Accounting</td>
<td>3</td>
<td>B</td>
<td>Accounting-MR</td>
</tr>
<tr>
<td>ACC 550 - Advanced Auditing</td>
<td>3</td>
<td>B+</td>
<td>Accounting-MR</td>
</tr>
<tr>
<td>ACC 561 - Database Management in Tax</td>
<td>1</td>
<td>A</td>
<td>Electives</td>
</tr>
<tr>
<td>ACC 564 - Project Management and Process Documentation in Tax</td>
<td>1</td>
<td>A</td>
<td>Electives</td>
</tr>
<tr>
<td>ACC 565 - Visual Analytics in Tax</td>
<td>1</td>
<td>A+</td>
<td>Electives</td>
</tr>
<tr>
<td>MBA 525 - Taxes and Business Strategy</td>
<td>3</td>
<td>A-</td>
<td>Electives</td>
</tr>
</tbody>
</table>

## 2022 Summer Term 2

<table>
<thead>
<tr>
<th>COURSE INFORMATION</th>
<th>UNITS</th>
<th>GRADE</th>
<th>REQUIREMENT</th>
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</thead>
<tbody>
<tr>
<td>ACC 519 - Applied Financial Management</td>
<td>3</td>
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<td>Accounting-MR</td>
</tr>
</tbody>
</table>

## 2022 Fall Term

<table>
<thead>
<tr>
<th>COURSE INFORMATION</th>
<th>UNITS</th>
<th>GRADE</th>
<th>REQUIREMENT</th>
<th>MOVE</th>
<th>DELETE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACC 530 - Advanced Income Tax</td>
<td>3</td>
<td></td>
<td>Accounting-MR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACC 533 - Accounting and Tax Research</td>
<td>3</td>
<td></td>
<td>Accounting-MR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACC 540 - IT Risks and Controls</td>
<td>3</td>
<td></td>
<td>Accounting-MR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ACC 600 - Managerial and Career Effectiveness</td>
<td>1</td>
<td></td>
<td>Accounting-MR</td>
<td></td>
<td></td>
</tr>
<tr>
<td>BUS 590 - Special Topics in Business Management [Topic: Corporate Tax Strategy]</td>
<td>3</td>
<td></td>
<td>Additional Courses</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
Admissions

• Justifications needed for all exceptions

• GPA is never rounded
  • Look at transcript

• All communication must go through Slate

• Enter decisions in a timely fashion
Professional Development Team

go.ncsu.edu/prof-dev
professional-development@ncsu.edu
Our Team

Shawana Hodge
Vanessa Doriott Anderson
Katie Homar

Morgan Dalman
Stella Jackman-Ryan
Vaishnavi Naik
Yuru Zhang
What We Offer

- New TA Workshop (Aug. 12)
- Teaching and Communication Certificate
- Graduate Writing Certificate
- Accelerate to Industry (A2i)
- Preparing the Professoriate
- Academic Packways
- Writing Retreats
- Three Minute Thesis (3MT)
- Ahead of the Pack
- HR support for postdocs
- Virtual “office hours” for individual consultations
- FLE 402 (new) (MW 3 p.m.)
What We Need from You

• Hire your teaching assistants as early as you can
• Submit your postdoc HR actions as early as you can
  • Deadline for each week’s batch is Thurs. noon
• Share our communications with your students, postdocs, and colleagues
• Partner with us to support professional development for your students and postdocs
• Be patient with us while we’re understaffed, hiring, and training new staff
• Reach out at professional-development@ncsu.edu if you have questions, requests, or ideas
Updates

• Recent policy changes
  • Leave of absence approach

• Other initiatives:
  • Graduate Culture Document
  • Graduate Mentor Training
  • Stipend study
  • Collaboration with the new SVPs
Graduate Recruitment

Peter Harries
Recruiting Resources and Support

• Conferences, Collaborations, Campus Visitation Programs
  o Participation in 20+ Diversity-Focused Recruiting Fairs Annually
  o Presentations to “Pathway Program” Scholars (e.g., McNair, LSAMP, RISE)
  o Visit NC State Program: November 20-22, 2022 (1000 since 2000; 80%+ URM)
  o Host Small-Scale Prospective Student Visits Upon Request

• Fellowships
  o Diversity Recruiting Fellowships
  o University Graduate Fellowships & Provost’s Fellowships
  o Endowed Fellowships
  o SREB Doctoral Scholars Program

• Grants to Departments
  o Recruiting Grants (Up to $2K, 1:1 match)
    o Examples: Prospective student visits, outreach, website updates
  o Recruiting Innovation Grants (Up to $10K, 50% match)
    o Example: “Future Leaders in Chemical Engineering: An Undergraduate Research Symposium”

• Partnering with The Graduate School to Create Recruiting Videos

Dr. David Shafer – dmshafer@ncsu.edu

Recruiting Resources: grad.ncsu.edu/faculty-and-staff/recruiting-resources
Dashboard

Raj Bhosale
Global Home

Beth James
Assessment

Pierre Gremaud
Academic assessment?

<table>
<thead>
<tr>
<th>Process</th>
<th>using <strong>evidence</strong> to <strong>understand</strong> and <strong>improve</strong> student learning in academic programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evidence</td>
<td>= data</td>
</tr>
<tr>
<td>Understand</td>
<td>= analyze</td>
</tr>
<tr>
<td>Improve</td>
<td>= resulting actions</td>
</tr>
</tbody>
</table>
NC State academic assessment

two processes:
- outcomes assessment
- strategic review

four flavors:
- graduate; Graduate School
- undergraduate; OAA
- General Education; DASA
- Administrative; OAA
NC State academic assessment

two processes:
- outcomes assessment
- strategic review

four flavors:
- graduate; Graduate School
- undergraduate; OAA
- General Education; DASA
- Administrative; OAA
Outcomes assessment

• all academic programs subject to yearly assessment
• all academic program develop an assessment plan
• (simplest) assessment plan:

objective #1
• outcome #1
• outcome #2

objective #2
• outcome #3
• outcome #4

objective #3
• outcome #5
• outcome #6
Outcomes assessment

goal is to optimize student learning

for each outcome, yearly report:
•- Summarize data
•- Analyze data
•- Evaluate strengths vs areas for improvement
•- Propose actions
Approvals

Progs $\rightarrow$ unit $\rightarrow$ college $\rightarrow$ facilitator $\rightarrow$ Provost

unit $\rightarrow$ college $\rightarrow$ ... $\rightarrow$ Provost

college $\rightarrow$ ... $\rightarrow$ Provost

facilitator $\rightarrow$ Provost
Help and resources

• Academic Program Assessment (APA): http://go.ncsu.edu/apa
• Transition to new software: Anthology
• graduate assessment
• learning outcomes for all NC State programs
• gremaud@ncsu.edu
Graduate Handbook & Catalog

Pierre Gremaud
Jamie Digesare
The Catalog

- Lives here: http://catalog.ncsu.edu/
- Is gorgeous
Catalog Navigation

- College: housing body to which a program is associated
- Program: subject category including plans/subplans
- Plan: degree/certificate/minor types within the program
- Subplan: subcategories of a plan determining curriculum and/or delivery method
College Page

• has a tab for
  • Programs
  • Degree Programs
  • Minors
  • Certificates

• College pages updated by the Graduate School
Program (Parent) page has the following:

- Overview
- Degrees
- Faculty
- Courses

Overview tab: can be updated by page owners

All other tabs are updated or maintained by the Graduate School
Plan/Subplan pages

- Degree Requirements are managed through CIM Programs
- Faculty tab will pull from the program (parent) page.
Catalog publishing schedule

<table>
<thead>
<tr>
<th>Timeline for CAT Approval and Publishing</th>
<th>Dates/Deadlines</th>
</tr>
</thead>
<tbody>
<tr>
<td>2022-2023 CAT “Next” site edition open</td>
<td>August 2021</td>
</tr>
<tr>
<td>Deadline for CAT “Next” site edits submission to workflow</td>
<td>December 13, 2021</td>
</tr>
<tr>
<td>Deadline for CAT Approval by Graduate School</td>
<td>May 31, 2022</td>
</tr>
<tr>
<td>Publishing of “Next” Edition</td>
<td>July 2022</td>
</tr>
<tr>
<td>2023-2024 CAT “Next” site editing open</td>
<td>August 2022</td>
</tr>
</tbody>
</table>

The timeline is subject to change, however, all changes will be communicated via email by grad-curriculum@ncsu.edu.

Updates to courses, degree requirements, and faculty will be managed upon approval throughout the academic year.

2022 – 2023 catalog publishing schedule is TBD.
CIM for Programs

Use CIM programs to request:

- New Programs
- New Certificates
- New Subplans
- Curriculum Change - Major
- Curriculum Change – Minor
- Discontinuations

Link: [https://next-catalog.ncsu.edu/programadmin/](https://next-catalog.ncsu.edu/programadmin/)
Program webpages vs Cat + CIMP

- Cat + CIMP: repository for prgm requirements
- Program pages: not...
  - May not be up-to-date
  - Previous versions may not be archived
- Best of both worlds: You can now directly import Cat info into your program pages!
  - Updates are on us (automatic)
  - Requires you to use WordPress
How to use the new API

Astrobiology Ph.D. program

Become the best biologist on the planet.
How to use the new API

Astrobiology Ph.D. program

Become the best biologist on the planet.
How to use the new API

Astrobiology Ph.D. program

Become the best biologist on the planet.
How to use the new API

Astrobiology Ph.D. program

Become the best biologist on the planet.

this one
How to use the new API

Astrobiology Ph.D. program

Become the best biologist on the planet.

Please provide a URL from the Graduate Catalog in the block settings.
How to use the new API

Astrobiology Ph.D. program

Become the best biologist on the planet.

input catalog URL

choose one
How to use the new API

Astrobiology Ph.D. program

Become the best biologist on the planet.

Degree Requirements

Students may choose from the degree tracks below to complete coursework within a focus area.

Degrees earned will be distributed as: "Doctor of Philosophy in Biology" without track specifications.

<table>
<thead>
<tr>
<th>Core Courses</th>
<th>3</th>
</tr>
</thead>
<tbody>
<tr>
<td>AEC 502</td>
<td></td>
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<tr>
<td>PHI 816</td>
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<table>
<thead>
<tr>
<th>Additional Courses</th>
<th>69</th>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Introduction to Biological Research</th>
</tr>
</thead>
<tbody>
<tr>
<td>Introduction to Research Ethics</td>
</tr>
</tbody>
</table>
Resources

Catalog Updates: https://grad.ncsu.edu/faculty-and-staff/curriculum-development/catalog-updates/

Editing Catalog Pages: https://grad.ncsu.edu/faculty-and-staff/curriculum-development/catalog-updates/cat-editing-workflow/

CIM Programs: https://next-catalog.ncsu.edu/programadmin/

Program Action Information: https://grad.ncsu.edu/faculty-and-staff/curriculum-development/program-actions/
Resources

[Image]

https://grad.ncsu.edu/

Grad-curriculum@ncsu.edu

gremaud@ncsu.edu
Lunch & Roundtable Discussions
ISA Introduction

• Institutional Strategy and Analysis is “the central office and authoritative source for institutional reporting and analytics” at NC State (isa.ncsu.edu)

• The survey unit administers, analyzes, provides reports on results, and oversees/supports institutional surveys
  • Examples: Incoming First-Year Students Surveys, Alumni Survey, Employee Engagement Survey, senior leadership reviews

• We routinely work with colleges, departments, and other units across NC State to get accurate and actionable data for their assessment needs
Overview of the Graduate Future Plans Survey (GFPS)
What is the Graduate Future Plans Survey?

- Graduate Future Plans Survey (GFPS) and follow-up Survey of Recent Graduates (GSRG)
  - Mirrors the undergraduate survey (UFPS/USRG)
  - Developed and administered by ISA in consultation with career center professionals and senior leadership in colleges/departments
  - Administered every December and May (GFPS) and September (GSRG follow-up)
  - UFPS/USRG first administered in December 2010, GFPS first administered in December 2018
What information is collected from students?

• Deliberately short, 10- to 15-minute-long online survey collects detailed information on:
  • Future employment
    • E.g., company, location, job title, salary, when started the job search, helpful resources in securing employment
  • Future graduate/professional school attendance
    • E.g., institution, program, degree, awards/scholarships
  • Career-related experiences at NC State
    • E.g., participation in work-related activities, use and helpfulness of career services and career fairs
  • Satisfaction with academic program
Who participates?

• Survey population
  • December & May GFPS: Based on Application for Degree File
  • September SRG: Based on previous AY Degree Completions file
    • Dec/May GFPS non-respondents
    • Dec/May GFPS respondents w/no confirmed plans
      • Had not yet found a permanent job; or
      • Had not been accepted or did not know where they would be attending graduate/professional school
    • Summer graduates from previous academic year

• GFPS AY average response rate: 64.5%
  • Varies by semester and by college
How are results used? (just a few examples)

• Career Services:
  • Assessment of career service offices and counselors
  • Assessment of career readiness
  • Identifying employers to invite to career fairs

• Academic departments:
  • Evaluating career preparedness of their students
  • Tracking graduate/professional schools attending

• Students/recent alumni:
  • Thinking about future graduate studies & exploring jobs
  • Negotiating salaries
How are results used? (just a few examples)

(continued)

• Employers:
  • Reviewing recent compensation and industry trends

• Institution:
  • Submitting statistics for institutional, system, and national surveys and rankings, etc.

• Potential students (and parents):
  • Identifying and comparing potential degree tracks

• And lots, lots more!
GFPS Results and Reports
Reports are available on the ISA website


isa.ncsu.edu → Surveys → Student/alumni surveys → Future Plans Survey
Online Reports by Semester
(December & May)

• Intro, Methods, & Response Rates
  • Survey background, research design, and response rates (by college and by degree)

• Overview report
  • Tables of results and narrative summaries for all questions

• “ISA Post Graduate Employment Information” (May only)
  • Point-and-click interface providing detailed breakdowns of:
    • Survey population & response rates
    • N attending grad/prof school or accepting full-time employment
    • Mean and median starting salaries
  • Contains filters for college and academic plan

• Copy of questionnaire
Online Reports by Academic Year  
_(combined GFPS/GSRG)_

- **Fast Facts**
  - 1-page infographic of key findings

- **Intro, Methods, and Response Rates**
  - Survey background and research design
  - Response rates by college and degree

- **Dashboards**
  - Publicly available
    - AY Overall Dashboard of results
    - Restricted to those with NC State login credentials
      - AY Overall Dashboard, with filters for college, department, and academic plan
      - College Comparisons, with filters for department, and academic plan

- **Copies of questionnaires**
Unit-Record Data

• **Excel files** with de-identified unit record data and documentation
  • Cleaned and recoded responses to all closed-end questions
  • Responses to all open-end questions (cleaned)
  • Academic information
    • College, department, plan, subplan
• Codebook
• Emailed directly to CDC and all College/Department “survey contacts”
  • E.g., career services reps, deans, department heads, DGPs, select faculty/staff
When are Results Available?

• **Goals**
  - **December GFPS**
    - Unit-record files: late March
    - Online reports: April
  - **May GFPS**
    - Unit-record files: mid July
    - EMAILED TO SURVEY CONTACTS MONDAY JULY 11!
    - Online reports: September
  - **AY GFPS/GSRG**
    - Unit-record files: mid December
    - Online reports: late January
Post Graduate Plans Application

Point-and-click interface for employment and grad/prof school statistics

- Can be filtered by type of degree, college, and program

**Select Degree**

Please indicate whether you would like to see employment/further education outcomes for bachelor’s degree recipients, master’s degree recipients, or doctoral degree recipients.

- [Bachelor's Degree Recipients] Update Results

**Select College or Academic Program**

After selecting a college or academic program, charts and tables will provide detailed information from the most recent NC State Future Plans Survey, including the number of graduates going on to grad/professional school, the number accepting full time employment, and the average starting salary.

- [All NCSU Colleges] Update Results

**University Quick Facts**

- How Many Reported Salary: 936
- Average Reported Salary: $54,734
- Median Reported Salary: $56,250
- College with highest reported salary: College of Engineering
- Avg reported salary for this college: $70,891
- Median reported salary for this college: $71,250
Example: CALS, by department

<table>
<thead>
<tr>
<th>Department</th>
<th>May 2021 Graduates</th>
<th>Survey Respondents</th>
<th>Response Rate</th>
<th>Attending Grad/Prof School</th>
<th>Accepted Full Time Job</th>
<th>Reporting Salary</th>
<th>Avg. Starting Salary</th>
<th>Median Starting Salary</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prestage Dept of Poultry Science</td>
<td>9</td>
<td>3</td>
<td>33.3%</td>
<td>1</td>
<td>2</td>
<td>2</td>
<td>$56,250</td>
<td>$56,250</td>
</tr>
<tr>
<td>Plant and Microbial Biology</td>
<td>17</td>
<td>7</td>
<td>41.2%</td>
<td>2</td>
<td>4</td>
<td>3</td>
<td>$37,917</td>
<td>$36,250</td>
</tr>
<tr>
<td>Molecular and Structural Biochemistry</td>
<td>28</td>
<td>15</td>
<td>53.6%</td>
<td>6</td>
<td>6</td>
<td>6</td>
<td>$40,833</td>
<td>$40,000</td>
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<tr>
<td>Horticultural Science</td>
<td>23</td>
<td>11</td>
<td>47.8%</td>
<td>2</td>
<td>6</td>
<td>4</td>
<td>$33,125</td>
<td>$31,250</td>
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<tr>
<td>Food, Bioprocessing, and Nutrition Sciences</td>
<td>93</td>
<td>52</td>
<td>55.9%</td>
<td>25</td>
<td>21</td>
<td>19</td>
<td>$39,605</td>
<td>$36,250</td>
</tr>
<tr>
<td>Crop and Soil Science</td>
<td>29</td>
<td>13</td>
<td>44.8%</td>
<td>4</td>
<td>5</td>
<td>3</td>
<td>$42,083</td>
<td>$41,250</td>
</tr>
<tr>
<td>Biological and Agricultural Engineering</td>
<td>23</td>
<td>12</td>
<td>52.2%</td>
<td>3</td>
<td>6</td>
<td>5</td>
<td>$45,750</td>
<td>$56,250</td>
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<tr>
<td>Animal Science</td>
<td>116</td>
<td>54</td>
<td>46.6%</td>
<td>27</td>
<td>16</td>
<td>14</td>
<td>$29,554</td>
<td>$30,000</td>
</tr>
<tr>
<td>Agricultural and Resource Economics</td>
<td>66</td>
<td>16</td>
<td>24.2%</td>
<td>1</td>
<td>10</td>
<td>6</td>
<td>$43,750</td>
<td>$45,000</td>
</tr>
<tr>
<td>Agricultural and Human Sciences</td>
<td>28</td>
<td>12</td>
<td>42.9%</td>
<td>1</td>
<td>6</td>
<td>5</td>
<td>$34,750</td>
<td>$36,250</td>
</tr>
<tr>
<td>College of Agriculture and Life Sciences</td>
<td>432</td>
<td>196</td>
<td>45.1%</td>
<td>72</td>
<td>82</td>
<td>67</td>
<td>$38,228</td>
<td>$36,250</td>
</tr>
</tbody>
</table>
AY Overall Dashboard: A Brief Demo

go.ncsu.edu/isa_ay2021_gfps_overview_dashboard
Action Points for GSCs
How can GSCs get involved?

• GSCs have their “feet on the ground,” so to speak –
  • Get involved with boosting response rates
    • Reach out directly to graduating students and remind them about the GFPS through graduation communications (even department commencement materials!), graduation “check lists” or “to do” lists, emails, flyers . . .
    • Work with DGPs to identify and contact nonrespondents
      • ISA provides DGPs w/ access to regularly updated online interface to identify those who have and have not responded
  • Share the information about our results/reports with faculty, staff, and students in your program
This is a lot of data! Where do I even start?

• Most of the time, you can get what you need from the Post Graduate Plans Application, the dashboard, or the unit record files
  • The *Post-Graduate Plans Application* is best if you want a quick look at pop/response rate info, average salaries of those with full-time jobs, and number continuing in grad/prof school
  • The *dashboards* are best if you want to explore the data and view results by college, department or plan
  • The *unit record files* are the best if you want to play around with or run analyses on your college/dept data, or if you want to read open-end comments

• Ad Hoc requests
  • If you have exhausted the above resources and still have questions, or if you need additional data that cannot be found in our standard reports, we handle ad hoc requests on *an extremely limited basis as time permits*
Want more information?

- Visit the Future Plans website (ISA) for more information

- Contact:
  - Hannah McQueen, Assistant Director for Survey Research, hmmcquee@ncsu.edu
  - Nancy Whelchel, Assistant Vice Provost for Institutional Survey Research and Analysis, nancy_whelchel@ncsu.edu
Assistantships / GSSP

Savita Sharma
Richard Corley
Dare Cook
Overview – Finance, Ops, IT Team

- Created a “Funding” page on Graduate School website
- Significant enhancements to Graduate Student Support Plan processes
- Improvements to the GA processes
- Improvements to Graduate Data infrastructure and Dashboards

Upcoming
- Faculty/Staff website – GSSP, Graduate Assistantships, Fellowship
- GSSP Exceptions Process
Graduate Student Support Plan (GSSP)

Dare Cook
The Graduate Student Support Plan (GSSP) is a financial support package used to attract top students to NC State University.

- Graduate students eligible for the Plan receive the following benefits at no cost to the students:
  - Graduate Student Health Insurance (GSHI also known as the RA-TA GSHI Plan)
    - Plan is negotiated by the Graduate School and is separate from the mandatory health plan available to undergraduates and non-GSSP graduate students.
  - Instate Tuition (ISTA) – limited number of semesters
  - Tuition Remission (TR) – difference between out of state tuition and instate tuition – limited number of semesters
  - Available only for Fall and Spring semesters. Summer tuition is not covered

Student Fees and Premium tuition are not covered by GSSP
Size & Scope – FY 2022

Participation:
Over 3,400 students; ~ 53% of all on-campus graduate students

Funding:
- Over $57.6 million
  - $40.7M – Graduate School (Provost allocated funding)
  - $16.9M – Other Funding Sources (non-state funding sources, including grants)
    - $13M - Contracts and Grants
Eligibility Requirements

(1) Active in an on-campus Master’s or PhD degree program
   – Distance Education (DE) and graduate certificate program students do not qualify for the Plan

(2) Active, qualifying graduate appointment
   – Fellowship, RA, TA, RA/TA, or Extension Assistantship
   – At least, $8,000 annualized
   – Begins on or before Census Day
     • Must extend, at least, 30 days beyond the first day of classes (to initially qualify) and through the semester’s duration to receive full benefits.

(3) Enrolled full-time, at all times

(4) Within allowed semesters for tuition support *(fall & spring only)*
   – Master’s – 4 semesters
   – Doctoral with a previous master’s – 8 semesters
   – Doctoral without a previous master’s – 10 semesters

*See [GSSP Eligibility Summary](#) for complete details.
GSSP Enhancements

- Graduate Support **Roster**
  - GSSP awards applied earlier to student accounts
  - True Bill
  - Provides all student GSSP information centrally
    - Eliminates need for most queries
    - Incorporates filters, sort data, and export data to Excel (for customized views)

- **Student view** of GSSP eligibility in MyPackPortal

- Graduate Support Page enhancements

- Graduate Student Health Insurance
Grad Support Main Page

**Current Graduate Support Term**
- **Term:** 2022 Fall Term
- **Eligible for Tuition Support:** Ineligible
- **Beyond eligibility for tuition support:**

**GSSP Summary**
- **Term:** GSSP Term Fall '22
- **Class:** Doctorate
- **Tuition Residency:** OUT
- **Acad Load:** Enrolled Full-Time
- **Health Insurance Eligible:** Y
- **In-State Tuit Supp Eligible:** N
- **Out-State Tuit Supp Eligible:** N
- **Funding Source:** N
- **Payroll Deduct for Fees:** Y
- **Previous Grant:** Spring '17
- **GSSP Admit Term:** Fall '22

**Program Stack Information**
- **Career:** Graduate
- **Admit Term:** Spring '17
- **Program:** Sociology
- **Plan:** 16SOHPHD Sociology, Hum & Social Sci-P
- **Status:** Active
- **Load:** Full-Time
- **Units:** 3.000
- **Load Term:** Fall '22

**Residency**
- **Residency:** OUT
- **As Of Term:** 2017 Spring Term

**Expanded Residency Information**

**Groups**
- **Group:** XXAE
- **GSSP Grad Assist Exception**
- **Active**

**Fellowship Type**
- Health Insurance: Slot
- In-State Tuition: Slot
- Tuition Remission: Slot
- GSSP TR Match: Declined
Grad Support Main Page (contd.)

### GSSP Eligibility Information

<table>
<thead>
<tr>
<th>Term</th>
<th>Override Details</th>
<th>Department Approval Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall '22</td>
<td>DR</td>
<td>3.00</td>
</tr>
<tr>
<td>Spring '22</td>
<td>DR</td>
<td>3.00</td>
</tr>
<tr>
<td>Fall '21</td>
<td>DR</td>
<td>3.00</td>
</tr>
<tr>
<td>Spring '21</td>
<td>DR</td>
<td>12.00</td>
</tr>
<tr>
<td>Fall '20</td>
<td>DR</td>
<td>12.00</td>
</tr>
<tr>
<td>Spring '20</td>
<td>DR</td>
<td>9.00</td>
</tr>
<tr>
<td>Fall '19</td>
<td>DR</td>
<td>9.00</td>
</tr>
<tr>
<td>Spring '19</td>
<td>DR</td>
<td>10.00</td>
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<tr>
<td>Fall '18</td>
<td>DR</td>
<td>15.00</td>
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<tr>
<td>Spring '18</td>
<td>DR</td>
<td>9.00</td>
</tr>
<tr>
<td>Fall '17</td>
<td>DR</td>
<td>9.00</td>
</tr>
<tr>
<td>Spring '17</td>
<td>DR</td>
<td>9.00</td>
</tr>
</tbody>
</table>

### Assistantship and Funding Information on one page

#### Assistantship

<table>
<thead>
<tr>
<th>Rcd#</th>
<th>Effective Date</th>
<th>Seq#</th>
<th>Action</th>
<th>Action Date</th>
<th>Appointment End Date</th>
<th>Dept</th>
<th>Payroll Status</th>
<th>Empl Class</th>
<th>Job Code</th>
<th>Annual Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>05/16/2022</td>
<td>0</td>
<td>REH</td>
<td>05/20/2022</td>
<td>06/30/2022</td>
<td>Sociology &amp; Anthropology</td>
<td>Active</td>
<td>GRD</td>
<td>A148</td>
<td>18353.000</td>
</tr>
<tr>
<td>3</td>
<td>08/02/2021</td>
<td>0</td>
<td>ADL</td>
<td>07/20/2021</td>
<td>07/31/2022</td>
<td>Acad Sta Aff VC and Dean Off</td>
<td>Active</td>
<td>GRD</td>
<td>A428</td>
<td>20000.000</td>
</tr>
</tbody>
</table>

#### Distributions

<table>
<thead>
<tr>
<th>Rcd#</th>
<th>Effective Date</th>
<th>Seq#</th>
<th>Action Date</th>
<th>Dept</th>
<th>Project/Grant</th>
<th>Disturb %</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>06/11/2022</td>
<td>0</td>
<td>05/24/2022</td>
<td>Sociology &amp; Anthropology</td>
<td>566762</td>
<td>Understanding and Addressing</td>
</tr>
<tr>
<td>3</td>
<td>06/11/2022</td>
<td>0</td>
<td>05/24/2022</td>
<td>Acad Sta Aff VC and Dean Off</td>
<td>354300</td>
<td>STUDENT GOVERNMENT</td>
</tr>
<tr>
<td>3</td>
<td>06/11/2022</td>
<td>0</td>
<td>05/24/2022</td>
<td>Acad Sta Aff VC and Dean Off</td>
<td>354031</td>
<td>GRADUATE STU ASSOC</td>
</tr>
</tbody>
</table>

View All Assistantship Data

**Fellowship Data (NONE)**
Financial Reminders - Fall

- “Commit to fund” students open, including Fulbright and other primary fellowship recipients
- Process GA1 payments before bill due date – July 27th
- Go ahead and hire students even if you are waiting for funds to arrive;
  - Can transfer stipend & other charges to appropriate source later
- Funding snapshot taken at Census
  - Salary Redistribution (SDC’s)
  - Proration
- Enrollment changes
NC Residency – Domestic Out of State Students

- Domestic out of state students are eligible for only two semesters of tuition remission
- Expected to apply for NC residency and be reclassified as NC Residents by their third semester
- Timing is important
- New students – begin residentiary acts now
- Use the GSSP Roster to identify third semester students who will not be eligible for Tuition Remission and send notifications
- [https://grad.ncsu.edu/admissions/residency/](https://grad.ncsu.edu/admissions/residency/)
- Temporary Tuition Remission exception – show supporting documentation
Tuition Remission – Common Questions

- Why is TR not posted on the student account?
  - Student is a domestic out of state and beyond allowed semesters for TR
    - Department can process a GA1 payment to cover TR on non-state funds
    - Student can take out the loan and reimbursed upon reclassification to Instate (Cashier’s Office recommendation)
    - GSSP Exception Request – Temporary TR award; supporting documentation required; TR award will be cancelled if not reclassified

- International student recent reclassification to permanent residency
Health Insurance Reminders

- RA-TA GSHI vs Mandatory Student Health Insurance Plan
- Began reporting for 2022-2023 in June
  - Earlier activation
  - Prevention of confusing emails
- 2021 - 2022 plan year ends 7/31/2022
- Continuing Students without a GA Appt. or commit to fund flag by 7/30/2022 will have insurance terminated and will receive a termination notice from BCBS
- Students should waive out of RA-TA plan and mandatory plan if they do not wish to be enrolled due to other coverage
- Once qualified, insurance will not be dropped unless requested
- Students can update their addresses and enroll dependents through Student Blue Portal after initial enrollment for Fall 2022
  - Students can print reorder insurance cards as well as view explanation of benefits and 1095-B tax forms through Blue Connect
- Fall enrollment 8/1-12/31; Spring enrollment 1/1-7/31.
GSSP Timeline – Fall 2022

March
- 3/28 - Fall Enrollment Begins
- 3/28 GSSP roster open for Commit to Fund (CTF)
- 3/28 GSSP Exception Form – Open for Fall

May/June
- 5/15 – Begin reviewing Fall exceptions
- 5/18 – NextGen Open for Grad Appt Entry
- 6/1 – Students with GA Appt/CTF will be reported to BCBS for enrollment in GSHI - daily through Census
  - 7/7 – Fall billing begins
  - 7/27 - Fall bills due
  - 7/29 – Fall schedule cancellation for non-payment
  - 7/31 – 2021/2022 GSHI plan year ends. Students with no CTF/Appt. for fall before this date will have insurance terminated unless/until they qualify for fall.

August/Sept
- 8/22 –First day of Classes
- 8/26 – **GSSP roster closes for updates**
- 8/26 – Commit to Fund flag removed for students not meeting GSSP requirements; students billed full amount due in September
- 8/27/2021 - Census Date
- 9/2 – Census Date
- 9/2 – Deadline to submit GSSP exception form
- By 9/15 – GSSP tuition and health insurance Journals Posted
Reminders for Students

- Residency – new students begin residentiary acts NOW
- GSSP Student View in MyPackPortal
- Obtain full-time enrollment by Census date
- Health Insurance
  - Update address in MyPackPortal to local address upon arrival (international students will not be enrolled in the health insurance plan if the address is not updated)
  - Waive out of the RATA plan if student has alternate insurance
- Refer students to Graduate School “Funding” page for GSSP and GA information
  - Student Checklists
Resources

GSSP for Administrators: go.ncsu.edu/gssp-admin

GSSP Funding Structure: go.ncsu.edu/gssp-funding

Tuition Rates (ISTA & TR):
University Cashier’s Office – Tuition & Fees

Graduate Student Health Insurance Rate (GSHI – RA-TA Plan): RA-TA Plan (Student Blue) Rate

Academic Calendar: https://grad.ncsu.edu/about/academic-calendar/

NC Residency: https://grad.ncsu.edu/admissions/residency/
Additional Resources

Email Lists:

• DGP/GSC Newsletter – covers academic, HR, and Financial information

• Graduate School HR/GSSP Information Email List – information on GA appointment, HR issues and GSSP information and reminders

https://grad.ncsu.edu/faculty-and-staff/forms/

Past meetings: https://grad.ncsu.edu/faculty-and-staff/gsc-resources/meetings-and-updates/
Graduate Assistantships & Fellowships

Richard Corley
What are Assistantships?

Graduate assistantships are a type of student employment:

- Intended to be training positions that supplement classroom training and furthers the student’s degree
- Work should be associated with the graduate student’s academic curriculum
- Paid Bi-weekly
- International students must have a Social Security (SSN) and Tax Assessment
- Do not track hours worked
- NextGen, our paperless hiring system is used to process graduate assistantships
Eligibility Requirements

- Fully admitted
- Enrolled full-time
- Good academic standing
- +3.0 GPA

Types of Assistantships & Job Codes

- Graduate Research Assistants (A148)
- Graduate Teaching Assistants (A138)
- Graduate Teaching & Research Assistants (A178)
- Graduate Services Assistants (A198)
Hours / FTE

- Graduate Students may work up to 29 hours, 0.725 FTE combined with all other on-campus appointments.
- International students on F-1 visas are restricted to 20 hours, 0.5 FTE combined with all other on-campus appointments while enrolled.
- Can a student work over 29 hours?
- Yes, with College Dean approval in Next Gen
- Students working more than 29 hours can lose their FICA tax exemption.
### Appropriate Dates

<table>
<thead>
<tr>
<th>Teaching Assistantships</th>
<th>Other Assistantships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Can work throughout the year <strong>during specified periods.</strong></td>
<td>Allowed anytime throughout the year.</td>
</tr>
</tbody>
</table>
| **Fall Semester:** 8/16/20xx – 12/31/20xx  
**Spring Semester:** 1/1/20xx – 5/15/20xx  
**Academic Year:** 8/16/20xx – 5/15/20xx  
*New Summer I:* 5/16/20xx – 6/30/20xx  
*New Summer II:* 7/1/20xx – 8/15/20xx  
*New Full Summer:* 5/16/20xx – 8/15/20xx | We encourage the use of semester dates, however, alternative begin and end dates are allowed. |
| International students may continue to receive compensation after graduation, **but must stop working.** | International students who are graduating must be terminated from their assistantship as of the date of graduation. |

- Domestic students may be hired the summer prior to their fall admit term.
- International students have visa work restrictions and cannot be hired more than 30 days in advance of their I-20 start date.
- Domestic students may be hired the summer prior to their fall admit term.
- International students have visa work restrictions and cannot be hired more than 30 days in advance of their I-20 start date.
What are Fellowships?

- No Work Obligation Awards
- Not considered employment
- Payments are not considered wages
- Can be funded by the Grad School, College, or Department
- Disbursed through monthly payments

Eligibility Requirements

- Fully admitted
- Enrolled full-time
- Good academic standing
- +3.0 GPA
Fellowship Specific Information

- Fellowships are disbursed on a monthly basis through the Financial Aid Systems in SIS, not HR.
- Direct deposit with Cashier’s Office is required.
- Processed within financial aid year, 8/1/20xx - 7/31/20xx.

<table>
<thead>
<tr>
<th>Primary Fellowship</th>
<th>Supplemental Fellowship</th>
</tr>
</thead>
<tbody>
<tr>
<td>At least $3,000/semester or more</td>
<td>Less than $3,000/semester</td>
</tr>
<tr>
<td>Eligible for GSSP benefits</td>
<td>Do not qualify for GSSP benefits</td>
</tr>
</tbody>
</table>

- International Students must have a tax assessment to receive award but do not need SSN.
Fellowship - Appropriate Dates

- We encourage using first and last days of the month.
- Awards can only be made one financial aid year at a time.
- Disbursement dates are when funds are released by the university for deposit into student accounts. Depending on the student’s financial institution, it may take 1-3 business days for the student to access the funds.

<table>
<thead>
<tr>
<th>Fall 2022 Term</th>
<th>Spring 2023 Term</th>
<th>Summer I (2023)</th>
</tr>
</thead>
<tbody>
<tr>
<td>August 23</td>
<td>January 24</td>
<td>June 15</td>
</tr>
<tr>
<td>September 22</td>
<td>February 23</td>
<td></td>
</tr>
<tr>
<td>October 20</td>
<td>March 24</td>
<td></td>
</tr>
<tr>
<td>November 18</td>
<td>April 20</td>
<td>Summer II (2023)</td>
</tr>
<tr>
<td>December 15</td>
<td>May 23</td>
<td>July 20</td>
</tr>
</tbody>
</table>
Calendar Deadlines

nextgen.ncsu.edu/faculty-and-staff/student-funding/

- Next Gen is currently open for Fall 2022 GA appointments as of May 18th.
- Auto-Term rows are entered Wednesday night, three weeks prior to the expected job end dates.
  - Rehires cannot be entered until after the separation is completely processed and modifications must be entered prior to the auto-term.
  - For August 15th job end dates, the auto term will run on July 27th.
  - All Modifications should be made prior to July 27th.
  - After July 27th, you can only enter New Grad Appointments or Rehires.
- Individuals on active/qualifying appointments have until July 27th to sign up for payroll deduction for student fees.
- Payroll Calendar Important Dates
  - The first pay day for August 16th hires is Friday, September 2nd.
  - Students will receive their first “full” pay check on Friday, September 16th.
  - The 2022-2023 bi-weekly payroll calendar is available on the Grad School Faculty and Staff webpage under Resources for Student Funding.
Updates

- Appointments can be entered up to 90 days before its start date (increased from 60 days). This applies to New Grad Hires, Rehires and Modification actions. Separations are still 60 days in advance.

- T&C letters generated within the NextGen system now includes the NC State Employer Identification Number (EIN) used by international students when applying for their SSN.

- The GTA (A138) job code should now be used during the summer months for graduate students with only teaching responsibilities. This replaces use of the GSA (A198) job code with account code 51311 (instruction).

<table>
<thead>
<tr>
<th>Period</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Summer I</td>
<td>5/15/20xx – 6/30/20xx</td>
</tr>
<tr>
<td>Summer II</td>
<td>7/1/20xx – 8/15/20xx</td>
</tr>
<tr>
<td>Full Summer</td>
<td>5/16/20xx – 8/15/20xx</td>
</tr>
</tbody>
</table>

- NextGen System Manual (Updated for 2022)
Best Practices

- All appointments should be entered prior to the start date so that students can be paid in a timely manner. Failure to do so may delay their first paycheck.

- Please monitor the progress of your NextGen actions using the Graduate Worklist.

- Please check appointments after they have been processed in NextGen to make sure your students – a) are hired on the right job code, b) paid at the right salary and c) on the right account.

- Please terminate appointments for students who are no longer working.

- Retroactive transactions more than thirty (30) days in the past requires Graduate School approval before submission.

If an overpayment occurs, please contact the Graduate School and University Payroll HRPayroll@ncsu.edu immediately. Hiring departments should be proactive about making salary adjustments in a timely manner to avoid a repayment situation.
Assistantship & Fellowship Resources

https://grad.ncsu.edu/faculty-and-staff/student-funding

- Grad School Form Page- [https://grad.ncsu.edu/faculty-and-staff/forms/graduate-school-forms/](https://grad.ncsu.edu/faculty-and-staff/forms/graduate-school-forms/) Important and frequently used Grad School forms and documents.

- Grad Payroll Worksheet- Auto term schedule, payroll calendar and payroll monitoring tools.

- NextGen System Handbook- (Updated for 2022) System description, transaction step-by-step instructions (w/ screenshots), common error messages and more.

- NextGen Quick Guides- One-to-two page set of instructions for faculty and students.

- Bi-weekly Calculator- Calculate annualized salary.

- Queries

- FAQs
Training

To request Assistantship and Fellowship training contact:

Richard Corley, Coordinator Graduate Appointments & Fellowships
rbcorley@ncsu.edu

To view previous Graduate Assistantship and Fellowship training videos, please visit:
https://grad.ncsu.edu/faculty-and-staff/gsc-resources/meetings-and-updates/
Questions?
Open Forum / Group Questions & Comments