

# Admissions & Applications

- Graduate School minimum requirements
- Provisional admission
- Deferments
- Slate resources and training



# Applications

- All applicants apply via Slate ([applygrad.ncsu.edu/apply](https://applygrad.ncsu.edu/apply))
- Unofficial transcript, English language proficiency for non-citizens, Recommendations (3), etc.
- Supplemental questions can be incorporated
- Application fee (or [IDT form](#) for dept. payment)
- Application Deadlines for applicants & department decisions



# Graduate School Minimum Requirements for Admission

- Graduate Handbook – sections 2.3-2.4  
(<http://catalog.ncsu.edu/graduate/graduate-handbook/>)
- Four-year bachelor's degree from a regionally accredited institution
- cGPA = 3.0 or better (on a 4.0 scale)
- English Proficiency for non-citizens:
  - TOEFL: at least 80 total AND 18 in each subsection
  - IELTS: at least 6.5 total AND 6.5 in each subsection
  - Duolingo: 110 or higher
- The DGP recommends\* admission in Slate and the Graduate School makes the final decision

*\*justification is required if these minimums are not met*



# Three Year Bachelor's Degrees

- Credential evaluation is required unless it is from a member institution within the [Bologna Process](#).
- Acceptable international credential evaluations only
- In some instances, a previous master's may satisfy equivalency

[grad.ncsu.edu/faculty-and-staff/three-year/](http://grad.ncsu.edu/faculty-and-staff/three-year/)



# Full & Provisional Admission

- A *full* admit meets all Grad School and department requirements
- A *provisional* admit does not meet the min. requirements but is holistically acceptable
  - Potential Scenarios: undergrad GPA below 3.0, has grad GPA above 3.0; English proficiency score below min., has worked in the U.S., speaking English for several years
  - Requires a strong justification



# Justification & Provisions

- A strong justification should explain why the DGP feels the applicant is admissible and what about the applicant shows they are capable of mastering grad level work; specific details should be included
- Examples of Provisions: require a B or better in the first 9 or 12 hrs., require a B or better in X course, take an FLE course, etc.



# Requesting Full vs. Provisional

- An applicant not meeting min. requirements may warrant *full* admission
- Some depts. request applicants enroll in PBS grad-level courses first
- *Just* below the minimum requirement
- Extenuating circumstances



# Deferment of Admission

- Must be approved by the DGP
- Notify your Graduate School liaison
- Allowed for one year from application submission, and can be deferred up to one year out from the original admit term.



# Review the Graduate Handbook

- This presentation is not comprehensive!
- Handbook 2.3 – Graduate School Admissions:  
<http://catalog.ncsu.edu/graduate/graduate-handbook/admissions/>
- Handbook 2.4 – Admission of Non-U.S. Citizens:  
<http://catalog.ncsu.edu/graduate/graduate-handbook/international-student-admissions/>



# Slate Resources & Training

[go.ncsu.edu/slate](https://go.ncsu.edu/slate)

- Requesting access for staff and reviewers
- Basic features
- Reviewing applications
- Submitting DGP decisions

Training: email Lauren Liston ([lpalerm@ncsu.edu](mailto:lpalerm@ncsu.edu)) or Lindsay Gentile ([lwgentil@ncsu.edu](mailto:lwgentil@ncsu.edu))

[applygrad.ncsu.edu/manage](https://applygrad.ncsu.edu/manage)



# **Graduate Assistantships & Fellowships**

**Richard Corley**  
**Graduate Appointments and  
Fellowships Coordinator**



# Types of Assistantships & Requirements

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

## Requirements

- Admitted to a graduate degree-seeking program
- Enrolled in the Fall and Spring semesters
- Certificate students can only be hired into a Graduate Services Assistant or A198 position
- Job code should match the actual work that is performed
- GAs who fail to perform assigned duties to a satisfactory level or who are not making adequate academic progress toward degree completion should not continue to be funded
- GAs are expected to maintain good academic standing (3.000 GPA or higher) at all times. The Graduate School actively monitors this requirement



# GA - Hours / FTE

- Domestic 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 during Fall and Spring semesters.
- Domestic students can work more than 29 hours/week with College Dean approval.
- **FICA tax exemption**
  - Graduate students must work less than 30 hours per week AND be enrolled at least half time (3 hours during fall/spring semesters/1 hour in summer) for FICA tax exemption.
  - If students do not meet BOTH criteria, Social Security and Medicare taxes will be withheld from their paycheck.
- **Graduation**
  - **International students** who are graduating must separate from all on-campus employment as of the date of graduation.
  - **TAs** are expected to have completed all work by the date of graduation but may remain employed through the end of the semester.



# Duration of Assistantships

Teaching Assistantships	Other Assistantships
Can work throughout the year, using semester dates	Can work anytime throughout the year
<u>Semester Dates</u> Fall Semester: 8/16 – 12/31 Spring Semester: 1/1 – 5/15 Entire Year: 8/16 – 5/15	Can use Semester Dates OR Customized Begin/End Dates
<b>International students:</b> May continue to receive compensation from assistantship support, BUT must stop working as of the date of graduation for that term.	<b>International students:</b> Must be terminated from assistantship support as of the date of graduation for that term.



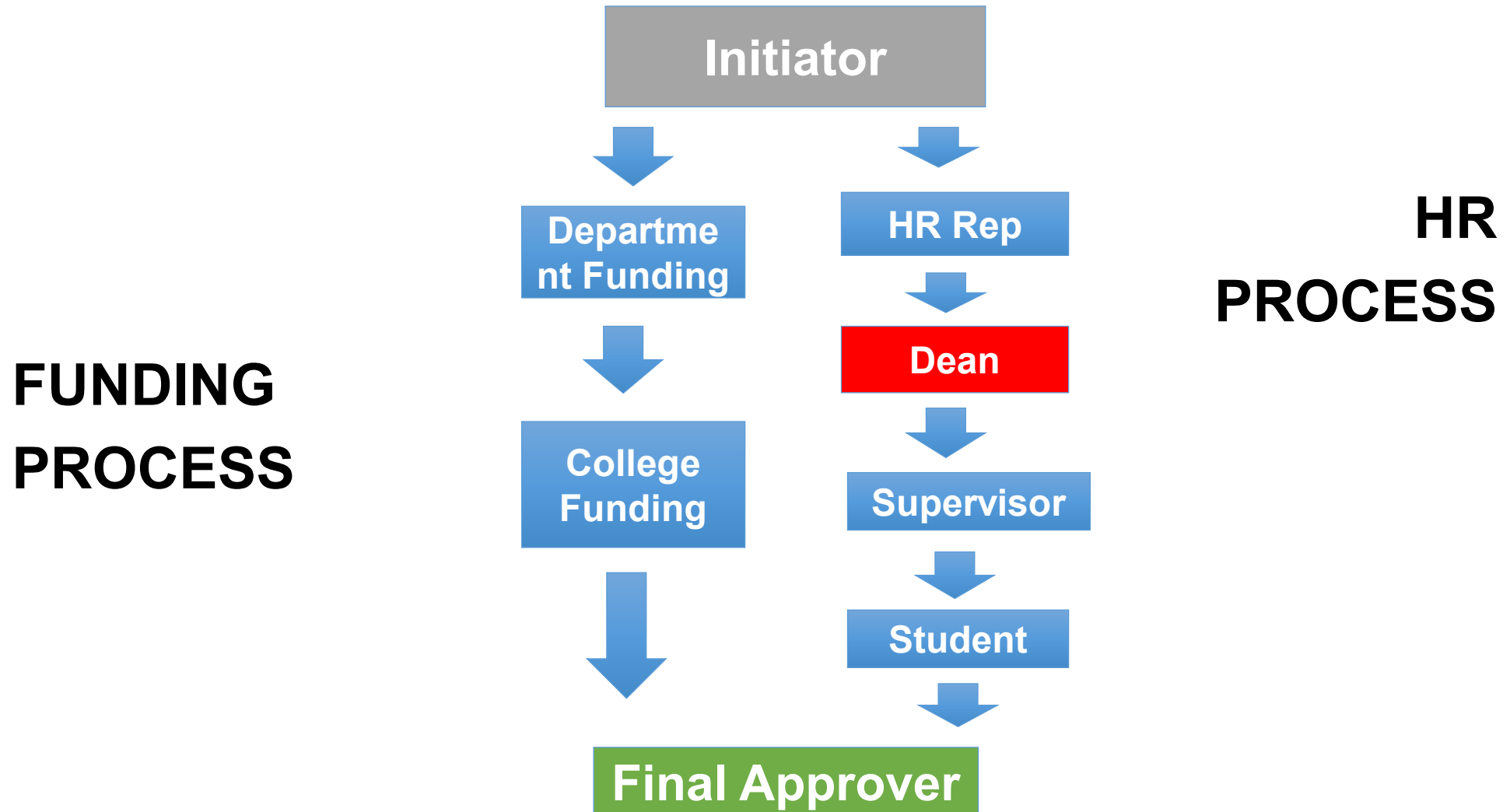
# NextGen Graduate Appointment System

- Paperless hiring system intended to streamline the process of **hiring, modifying** and **separating** graduate assistantships.
- Allows hiring units to initiate transactions for their graduate assistants, and then submit the transaction for routing through the necessary HR and funding approvals.
- Creates an electronic **Terms and Conditions (T&C)** contract that will automatically load into the HR system for payroll processing.
- [System Training Materials](#) – NextGen Manual, Quick Guides, FAQs and other materials can be found on Resources for Student Funding website.





# NextGen Approval Workflow





# 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 will delay their first paycheck.
- Please monitor the progress of your NextGen actions using the Graduate Worklist.
- Check the enrollment status of your international students on GA support during the summer months. **They cannot work more than 20 hours per week if enrolled during their first or last semester.**
- 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](mailto:HRPayroll@ncsu.edu) immediately. Hiring departments should be proactive about making salary adjustments in a timely manner to avoid a repayment situation.



# Department Fellowships

## No work obligation financial awards

Not considered employment; considered financial aid

Payments are not considered wages

Can be funded by the College or Department

Disbursed through monthly payments

Use the [Graduate Fellowship Information Form](#) to submit your requests for fellowship payments (**Department Fellowships Only**)

College and Departments must submit forms at least (1) one week prior to the award disbursement date to be processed in a timely manner



# Department Fellowships - Continued...

Student must enroll in [Direct deposit](#) for financial aid (managed by Cashier's Office)

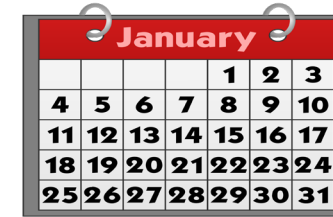
Processed within financial aid year: 8/1/2023 - 7/31/2024

Payments are disbursed to student accounts on a monthly basis according to the [Fellowship Stipend Schedule](#)

International Students must have a current tax assessment on file to receive award but do not need SSN



# Calendar Deadlines



- **Payroll Deduction for Student Fees**
  - Students on active/qualifying assistantships will have **until Census (September 1)** to sign up for Payroll Deduction via their MyPack portal.
    - May be enrolled full-time or part-time to participate.
    - Payroll deduction is completely optional.
    - Signup Instructions can be found on the Student Funding website ([GA Checklist](#))
- **Payroll Calendar Important Dates**
  - The first pay day for August 16th hires is **on Friday, September 1**.
  - Students receive their first “full” pay check **on Friday, September 15**.
  - Use the [2023-2024 bi-weekly payroll calendar](#) to monitor pay periods, paydays and check for payroll lockout periods.



# GA Stipend Calculator

Graduate School has developed 2 GA Stipend calculators to assist departments and students.

- [Graduate Stipend Estimated Payments Calculator](#): Calculator to assist student estimate their net biweekly stipend if they enroll for payroll deductions.
  - Calculator also shows the prorated stipend for first and last paycheck of the semester
- [GA Stipend Calculator](#): Calculator to assist departments to determine the amount to enter in the NextGen system for student stipend.



# GA Resources

## Student Funding Website

<https://grad.ncsu.edu/student-funding/>

- GA Policies/Forms
- Bi-weekly Payroll Schedule (Student Version)
- GA Appointment Checklist
- International Student Resources

## Resources for Student Funding (Faculty/Staff)

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

- GA Stipend Calculator – Annualized rates/actual payment amounts
- Payroll Worksheet – Payroll calendars/Auto-term schedules
- NextGen Grad Appointment System Help Guides
- Fellowship Awards

## Past Meetings and Presentations

<https://grad.ncsu.edu/faculty-and-staff/gsc-resources/meetings-and-updates/>



# Contact Information



Phone:  
919-515-1991



Emails Contacts

**[rbcorley@ncsu.edu](mailto:rbcorley@ncsu.edu)**

**[gradschool-assistantships@ncsu.edu](mailto:gradschool-assistantships@ncsu.edu)**

**[grad-fellowships@ncsu.edu](mailto:grad-fellowships@ncsu.edu)**



# **Graduate Student Support Plan: Introduction for New DGP's and GSC's**

Dare Cook  
GSSP Manager



# What is the GSSP?

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

Graduate students eligible for the Plan receive **tuition\*** and **health insurance** benefits at no cost to them.

LEARN MORE: [go.ncsu.edu/gssp](https://go.ncsu.edu/gssp)





# Size and Scope – FY 2023

## Participation:

Over **3,500 students**; ~ **53%** of all on-campus graduate students

## Funding:

Over **\$63.3 million**

- **\$ 45.1M** – Graduate School (Provost allocated funding)
- **\$ 18.4M** – Other Funding Sources (non-state funding sources, including grants)
- \$14M** – Contracts and Grants





# Minimum Eligibility Requirements:

## Active, Qualifying appointment

- RA, TA, RA/TA, Primary Fellowship with minimum stipend
- Must begin on or before **Census Day**
- Must extend at least 30 days beyond the first day of classes to qualify
- Must extend through November 30 or April 30 to receive full tuition benefit; ***otherwise tuition award will be prorated***

## Enrolled Full time

- Based on SIS calculation of full time enrollment for each student
- If below full-time for any reason, **full** tuition award cancelled

## On-Campus masters or doctoral only

- If *any* active plan is designated Distance Education, student will not be eligible for any GSSP benefit
- GCERT only students not eligible



# What GA appointments qualify?

Appointment	Type	Qualified?
<u>Assistantships</u>		
	RA	✓
	TA	✓
	RA/TA	✓
	Graduate Services Assistant	✗
<u>Fellowships</u>		
	Primary	✓



## NEW Minimum Stipend Increase

- Effective **Fall 2023**, the minimum stipend to qualify for GSSP benefits has increased
  - \$10,000 annualized for Master's students
  - \$15,000 annualized for Doctoral students
- Effective **Fall 2024**, the minimum stipend to qualify for GSSP benefits will increase:
  - \$15,000 annualized for Master's students
  - \$20,000 annualized for Doctoral students





# Primary Fellowship – Minimum Stipend by Term

Primary Fellowship	Supplemental Fellowship
At least \$3,750/semester for Master's students	Less than \$3,750/semester for Master's students
At least \$5,625/semester for Doctoral students	Less than \$5,625/semester for doctoral students
✓ Eligible for GSSP benefits	✗ NOT eligible for GSSP benefits

Department ***MUST*** inform Graduate School *at the time of Fellowship form submission* of the Project cannot bear the GSSP costs!



# What is Full-Time enrollment?

Most students are considered full-time at 9 hours of enrollment

As students meet the minimum hourly requirement for the degree, they can be considered full time with fewer than 9 hours

- Example: PhD requires 72 hours. If 68 hours are completed, 4 hours will be full time
- Departments can submit Academic Load Waivers for non-thesis master's students

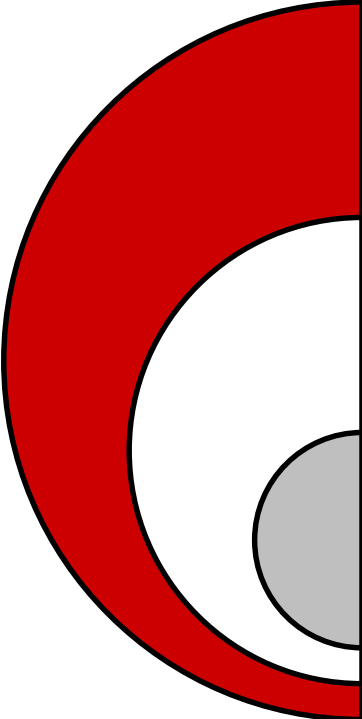
Full-time is never less than 3 credit hours

- Plan for 3-9 credit hour rate

**International students on an approved Reduced Course Load (RCL) are by definition NOT enrolled full time and will not automatically qualify for GSSP benefits!**



# Type of Benefits



## RA-TA health insurance (GSHI)

- No limit on semesters of eligibility
- Can be utilized if beyond allowed semesters for tuition
- Allows for dependent enrollment (at student's expense)

## In-State Tuition (ISTA)

- Master's
- 4 semesters
- PhD with masters
- 8 semesters
- PhD no masters
- 10 semesters

## Tuition Remission (TR)

- Internationals
- Same duration as ISTA
- Domestic and US Permanent Residents
- First two semesters of enrollment ONLY

***GSSP does not pay ANY STUDENT FEES***




# Duration of *Tuition* Benefits

Degree	# of Semesters
Master's	4
Doctoral with Previous Related Master's	8
Doctoral without Previous Related Master's	10

***Every semester in which a student is enrolled counts towards the total number of eligible semesters, even if the student does not participate in the GSSP.***



# NC Residency and Tuition Remission



GSSP will only pay the Tuition Remission portion of the student bill (difference between in-state and out-of-state tuition rates) for **the first two semesters of enrollment** for Domestics - *US Citizens and US Permanent Residents*.

**These students are expected to begin residency acts when they arrive in NC in anticipation of applying for NC Residency Reclassification once they have been in the state for 365 days.**

Learn More: [NC Residency](#)



# Duration of *Tuition* Benefits - Detail

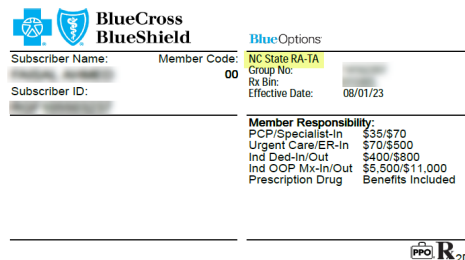
Degree	Residence	In-state Tuition	Tuition Remission
Masters	International	4 semesters	4 semesters
	Domestic	4 semesters	<b>2</b> semesters
Doctoral with previous related masters	International	8 semesters	8 semesters
	Domestic	8 semesters	<b>2</b> semesters
Doctoral without previous related masters	International	10 semesters	10 semesters
	Domestic	10 semesters	<b>2 semesters</b>

*Upon Admission to a Doctoral Program, the Master's Degree is assumed to be related. Student should contact departmental DGP if that is not the case.*



# RA-TA Health Insurance Plan

- [RA-TA GSHI](#) plan is separate from the [University's Mandatory Student Health Insurance Plan](#).
- No limit on number of semesters of eligibility (unlike tuition benefits)
- Automatically enrolled once GSSP eligible
  - Insurance card designate RA-TA
  - Will receive notice of waiver from mandatory plan from BCBS
  - **Must [notify the Graduate School](#) if student wishes to waive RA-TA insurance!**



Term	Begins	Ends	Rate
Fall Semester	August 1	December 31	\$1,288.75
Spring Semester	January 1	July 31	\$1,804.25

Students will **NOT** be dropped due to loss of eligibility after Census, for any reason, including graduation or term withdrawal



# RA-TA Health Insurance Plan, cont'd

- Does the RA-TA plan offer Vision and Dental benefits?
  - Vision is included and students can add dental through BCBS at their own expense.
- Can students add dependents?
  - Yes, student can [enroll](#) dependents **at their own cost** *during the open enrollment period* (August/September)

Enrollees	Monthly Premium
Student Only (paid by NC State)	\$257.75
Student Spouse	\$512.80
Student Children	\$539.30
Family	\$794.35



# RA-TA Health Insurance Plan: Student Resources

Learn about health insurance in the United States and options with the RA-TA insurance plan from this [video](#)!

- [Mental Health Resources Video](#) from Blue Cross Blue Shield
- Other Blue Cross Blue Shield resources:

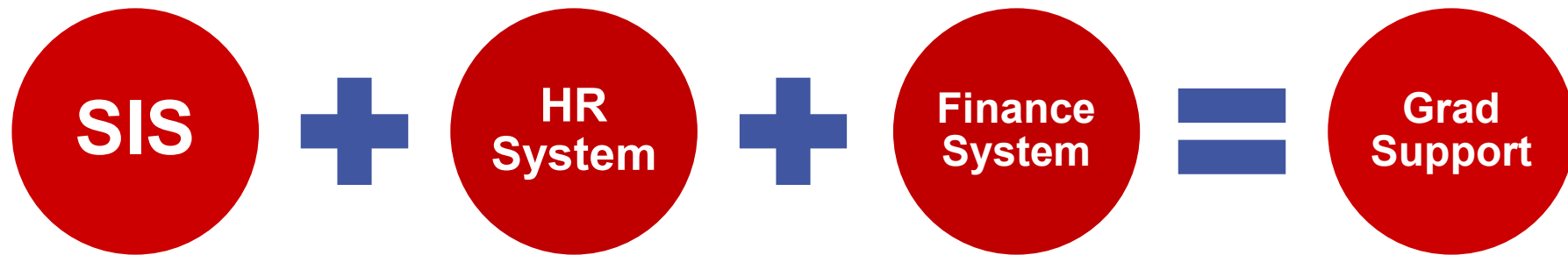
<a href="#"><u>Blue Connect</u></a>	<a href="#"><u>Student Blue Portal</u></a>
Manage your policy online	Update address
Find a provider	Enroll Dependents
Review Claims	View plan Subscriber Number
Print or request a new card	



# Switching Gears....



## Eligibility information flows through the HR System, Financial System and Student Information System for calculation in Grad Support:



- Academic eligibility criteria
- Which benefits and how long?

- Appointment type
- Duration

- Who pays for which benefit
  - Based on project

- Complete eligibility criteria
- Duration of benefits



# Receiving Benefits

- For students to receive benefits, **the graduate appointment (and all other eligibility requirements met) must be fully approved by all parties by Census day (10<sup>th</sup> day of classes)**
- Benefits are applied when:
  - The appointment is fully approved
  - OR
  - The Department has informed the Graduate School via the Roster that they intend to add an eligible appointment
  - [Timeline](#)



# Roster

< Student Information System

Welcome

Student Accounts and Billing

Dept Awards / Sponsorship

Fellowships / Grad Support

Fellowships (Ctl Ofc)

Student Fellowships

Fellowship Dept Summary

Fellowship Award Form

Fellowship Feed Import

Fellowship Queries

Graduate Support Roster

Graduate Support

GSSP Custom Queries

GSSP Setup for Term

Process Grad Support

Insurance Files/Payments

Process Insurance Charges

Professional Experience Pom

Support Plan Roster

Program

Instructions for the Roster

Filter the List

Term 2238 2023 Fall Term Census Date for GSSP 09/01/2023

Class (DR/MR)

Eligible for Support or Elig for Tuition Support or All Students

GSSP Funding in Selected Term: Funding in Prev Term: New and Continuing Students or New to Program or Continuing Students

Primary Acad Program:

Apply Filters

Notify Students

Select All Students in the List Deselect All

Notify Selected Students

Commit to Fund

Select the students you are committed to funding in this term by clicking the 'COMMIT TO FUND' checkbox. Only click this button if you know that the student will meet all GSSP eligibility requirements and are committed to funding them. Aug 25, 2023 is the last day that you are allowed to change this flag for the term.

You can select or deselect multiple students by filtering your list and using one of the links below.

The 'Select' link will check the 'COMMIT TO FUND' box for all students marked as 'eligible' and HLTH ONLY in the list below that are not already committed or already funded.

The 'Deselect' link will remove the 'COMMIT TO FUND' flag only where the student does not already have a fellowship or assistantship for the term.

Remember to click 'Save COMMIT Choices'.

Select All Eligible Students in the List Deselect All

Information about Schedule Cancellation

Save COMMIT Choices

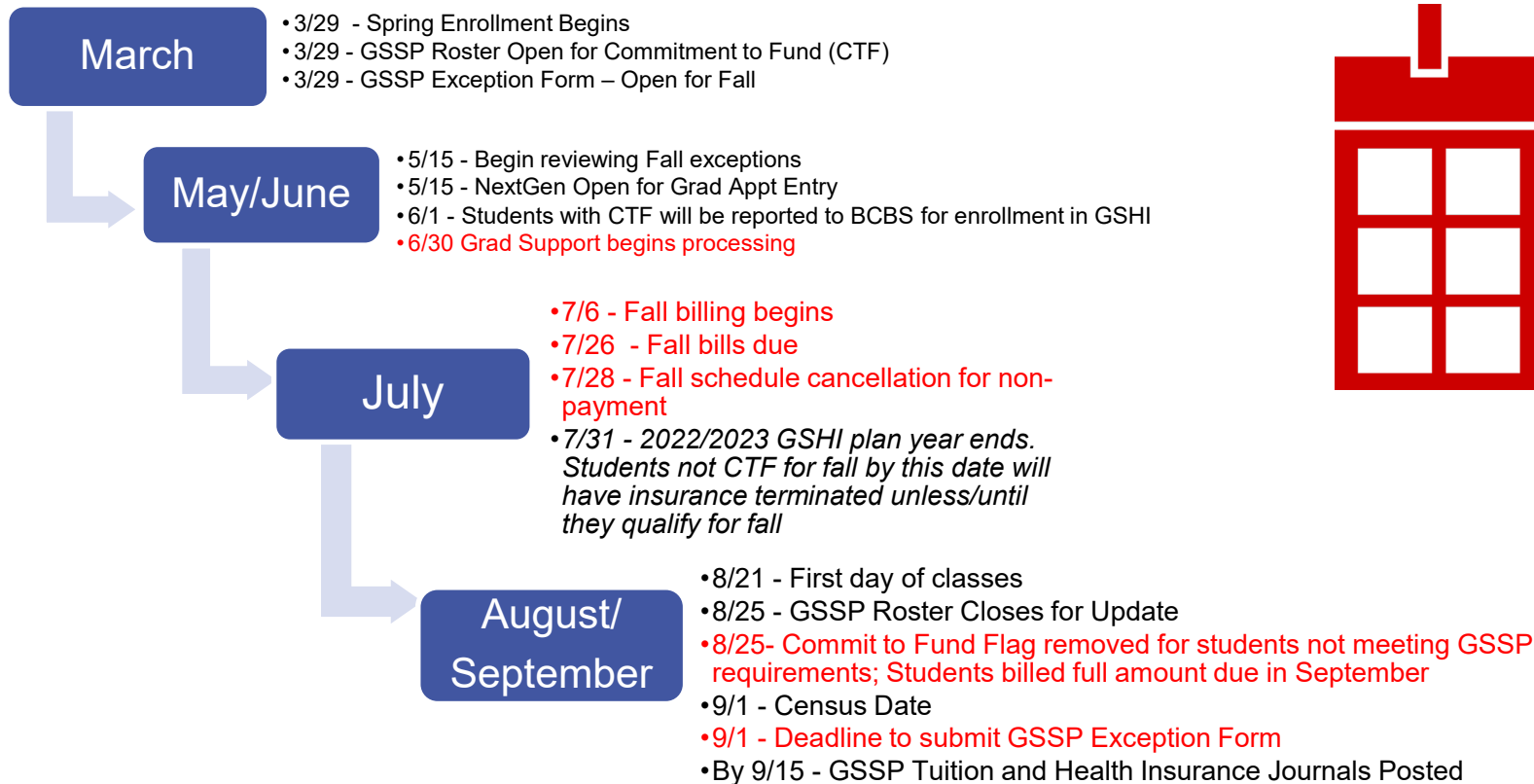
Student Roster for 2023 Fall Term

Personalize Find 1-836 of 836

Funding	Acad Info	Commit Audit	Notify	ID	Name	Class	Detail	Residency	Previous Terms Attended	Acad Load	Eligible for Support if Full-Time?	Eligible Out-State Tuition Also?	(Spring '23) Funding	GSSP Funding	COMMIT TO FUND	SCHEDULE CANCELLATION
			<input type="checkbox"/>			Doctoral	INTL	16 of 10	Full-Time	HLTH ONLY	RA/TA			<input checked="" type="checkbox"/>	Not Secure	
			<input type="checkbox"/>			Masters	INTL	2 of 4	Full-Time	eligible	Yes	None		<input type="checkbox"/>	Extension	
			<input type="checkbox"/>			Masters	INTL	2 of 4	Full-Time	eligible	Yes	None		<input type="checkbox"/>	Extension	
			<input type="checkbox"/>			Masters	INTL	2 of 4	Full-Time	eligible	Yes	None	RA/TA	<input checked="" type="checkbox"/>	Extension	
			<input type="checkbox"/>			Masters	INTL	2 of 4	Full-Time	eligible	Yes	None		<input type="checkbox"/>	Extension	
			<input type="checkbox"/>			Masters	OUT	0 of 4	3/4 Time	eligible	Yes	None		<input type="checkbox"/>	Extension	
			<input type="checkbox"/>			Masters	INTL	2 of 4	Full-Time	eligible	Yes	None		<input type="checkbox"/>	Extension	
			<input type="checkbox"/>			Doctoral	INTL	10 of 10	Full-Time	HLTH ONLY	RA/TA	RA/TA		<input checked="" type="checkbox"/>	Extension	
			<input type="checkbox"/>			Masters	INTL	2 of 4	Full-Time	eligible	Yes	None		<input type="checkbox"/>	Extension	



# GSSP Timeline – Fall 2023





# Who Pays?

- Based on the student's **stipend source**!
- The [GSSP Funding Structure](#) establishes the funding criteria for GSSP costs

Stipend Source	Funding Source Description	Health Insurance (GSHI)	In-State Tuition (ISTA)	Tuition Remission (TR)
2-00000 - 2-49999	State Academic Affairs - Class 212 (Ledger 2-Project <=249999)	Slot	Slot	Slot
2-00000 - 2-49999	Distance Education - Class 215 (Ledger 2)	Slot	Slot	Slot
2-00000 - 2-49999	Pass Thru Tfr Funding - Class 216 (Ledger 2)	Slot	Slot	Slot
2-50000 - 2-99999	F&A Overhead Receipts - Ledger 2-Project > 249999	Stipend Source	Stipend Source	Cost Share
3-00000 - 3-49999	Appropriated Receipts - Class 23376 (Ledger 3)	Stipend Source	Stipend Source	Cost Share
3-00000 - 3-49999	Premium Tuition - Class 23379 (Ledger 3)	Stipend Source	Stipend Source	Cost Share
3-50000 - 3-99999	Ed Tech Fee - Class 39 ** (Ledger 3)	Slot	Slot	Slot
3-50000 - 3-99999	Auxiliary Enterprises - Unrestricted Trust Funds Not Class 39 (Ledger 3-Project > 349999)	Stipend Source	Stipend Source	Cost Share
4-XXX01 - 4-XXX49 Fund = 16031	Federal (Ledger 4-Project < 4-XXX50)	Stipend Source	Stipend Source	Cost Share
4-XXX01 - 4-XXX49 Fund = 16032	Federal (Ledger 4-Project < 4-XXX50)	Stipend Source	Stipend Source	Cost Share
4-XXX50 Fund = 16031	State Appropriations - Agricultural Research Class 4162/4172 (Ledger 4)	Stipend Source	Slot	Slot
4-XXX50 Fund = 16032	State Appropriations - Cooperative Extension Class 4262 (Ledger 4)	Stipend Source	Stipend Source	Cost Share
4-XXX51 - 4-XXX99 Fund = 16031	Miscellaneous Receipts - (Ledger 4-Project < 4-XXX50)	Stipend Source	Stipend Source	Cost Share
4-XXX51 - 4-XXX99 Fund = 16032	Miscellaneous Receipts - (Ledger 4-Project > 4-XXX50)	Stipend Source	Stipend Source	Cost Share
5-XXXXX	Contracts & Grants - Ledger 5	Stipend Source	Stipend Source	Cost Share



## Key:

Slot

Expense for benefit charged to Graduate School project.

Stipend Source

Expense for benefit charged directly to the source of the student's stipend.

Cost Share

25% of total tuition remission is charged directly to the source of the student's stipend ("Stipend Source"). 75% of total tuition remission (TR) charged to Graduate School project ("Slot").

Tuition Remission (TR)

Difference between the in-state tuition rate and the out-of-state tuition rate. In other words, the out-of-state portion of tuition.



## Who Pays?

- If a student has a qualifying assistantship and a primary fellowship, the primary fellowship will dictate “who pays”
- [Funding Structure Tool](#)
- If students have multiple qualifying appointments, or if they have split funding (stipend paid from multiple projects), charges will be split based on stipend distribution



## Who Pays? Example, fall, based on 9 credit hours:


	RA (A148)	TA (A138)	Total
Stipend Amount	\$5,000	\$20,000	\$20,000
Distribution	20%	80%	100%
Stipend Source	566286 (grant)	201444 (slot)	
ISTA Charged	\$4,729.50*20%, \$945.90	\$4,729.50*80%, \$3,783.60	\$4,729.50
TR Charged	\$9,987.00*20%*25%, \$499.35	\$9,987.00*80%, \$7,989.60 - SLOT	
GSSP Charged	\$9,987*20%*75%, \$1,498.05		\$9,987.00
GSHI Charged	\$1,288.75*20%, \$257.75	\$1,288.75*80%, \$1,031.00	\$1,288.75



# Who Pays?

OR, Once both appointments are fully approved, let Grad Support tell you the distribution by project!

Eligibility **Funding** Tuition Insurance

Current Grad Support Term: 2023 Fall Term 

**Funding Details** 1-9 of 9

Term 2238 2023 Fall Term NO QUALIFIED FUNDING

**Commit to Fund**

Commit to Fund Yes Added as YES By 07/26/2023 7:28:06PM Acad Prog Roster

Term 2231 2023 Spring Term

Funding Source Research/Teaching Assistant Status Active Eff Date 01/01/2023 Seq 0 [Change Source](#)

**Category Details**

**Grad Health Insurance**

Category Eligible: ☒ Funding Declined ☐

*Account Code		% Distribution	Source Type	
361002	COE Enhancement Fee	52.077	College	+ -
582653	SpecEES: Efficient Monitoring	47.923	College	+ -

**In-State Tuition**

Category Eligible: ☒ Funding Declined ☐

*Account Code		% Distribution	Source Type	
361002	COE Enhancement Fee	52.077	College	+ -
582653	SpecEES: Efficient Monitoring	47.923	College	+ -

**Tuition Remission**

Category Eligible: ☒ Funding Declined ☐

Match Declined: ☐

*Account Code		% Distribution	Source Type	Fund Match	
249490	Fall/Spring Tuit Remission	75.000	Split	<input type="checkbox"/>	+ -
361002	COE Enhancement Fee	13.019	Split	<input checked="" type="checkbox"/>	+ -
582653	SpecEES: Efficient Monitoring	11.981	Split	<input checked="" type="checkbox"/>	+ -



# Reminders

- [GSSP for Administrators](#)
- [Graduate Tuition Rates](#)
- 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/>
- Funding Snapshot taken at Census!
  - [Salary Redistributions](#) (SDC's)
  - Proration
- **Continue to monitor your Roster for full time enrollment through Census!**



# Resources

- GSSP [Student View](#) in MyPackPortal
  - [GSSP for Administrators](#)
  - Query: MIN\_FULL\_TIME\_UNITS
  - Email Lists:
    - DGP/GSC Newsletter – covers academic, HR and Financial Information
    - Graduate School HR/GSSP Information Email List – information on GA appointments, HR issues, and GSSP information and reminders
- <https://grad.ncsu.edu/faculty-and-staff/forms/graduate-school-forms/>



# Resources continued

- Fall drop in training sessions (TBA)
- 1:1 training (on-demand during non-peak times)
- GSSP training videos – coming soon!
  - Interpreting Grad Support
  - Roster
  - Viewing Student Bills
- GSSP handbook – coming soon!
- We are happy to come to your department/college to demystify the GSSP for research or finance personnel or faculty!



# Questions?





# Graduate Programs: Assessment & Development

Pierre Gremaud  
Associate Dean  
The Graduate School



# Assessment



IDENTIFY AND EVOLVE  
PROGRAM GOALS



USE DATA TO  
UNDERSTAND AND  
IMPROVE STUDENT  
LEARNING



# Two processes



## Outcomes assessment

Every year

Every program

You have your own plan



## Strategic review

Every 8 years

Most programs

Strict framework



# Outcomes assessment

- If you think OA is useless for your program...
- It probably is!
- But that's on you...
- **You may need a new assessment plan!**



# What is typically missing

- Individual courses are (usually) assessed
- Needed: program wide assessment
  - Program should be bigger than sum of its parts
  - What are the goals of the program?
  - Are updates needed?
  - Repeats? Gaps?
- Not a one-person job!



# Simplest assessment plan:

- One objective per year
- Two outcomes per year
- Three-year rotation
- SLO every year

## objective #1

- outcome #1
- outcome #2

## objective #2

- outcome #3
- outcome #4

## objective #3

- outcome #5
- outcome #6



# Strategic reviews

- Every 8 years (roughly)
- Schedule is recovering from COVID
- Process was revised:
  - More focus on strategy, less on reporting
  - Data informed process ([ISA data dashboard](#))
  - Shorter self-studies (20 pages rather than 300!)
  - Larger review committees
  - More fun, less pain



# Help and resources

- Academic Program Assessment (APA):  
<http://go.ncsu.edu/apa>
- Transition to new software: Anthology
- [graduate assessment](#)
- [Strategic reviews](#)
- [learning outcomes](#) for all NC State programs
- [gremaud@ncsu.edu](mailto:gremaud@ncsu.edu)



# Curriculum issues

- Program requirements = contract with students
- Need to be clear, thorough and up-to-date
- Documented in the NC State catalog (and captured in degree audits)



# The Catalog

- <http://catalog.ncsu.edu/>
- Is gorgeous

NC STATE  
UNIVERSITY

University Catalog 2023-2024

HomeUndergraduateGraduateCoursesAbout NC State

Explore Academics and Careers

Narrow Your Results

Reset Filters

Search

Q Enter terms...

Academic Level

☐ Undergraduate

☒ Graduate

Degree Type


☐ Bachelor's

☒ Master's

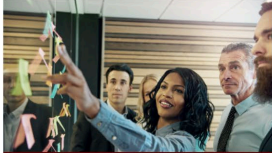
☒ Doctoral

☐ Minors

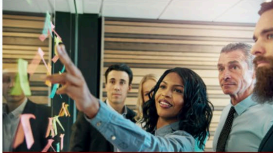
☐ Certificates




Accounting (MR)





Adult and Community College  
Education (MEd)



Adult and Community College  
Education (MS)









# Course Inventory Management

Use CIM for Programs to request:

- New Programs
- New Certificates
- New Subplans
- Curriculum Change - Major
- Curriculum Change – Minor
- Discontinuations
- New mode of delivery

Link: <https://next-catalog.ncsu.edu/programadmin/>

Use CIM for Courses to request:

- New courses
- Minor/major actions
- Discontinuations

Link: <https://next-catalog.ncsu.edu/courseadmin/>

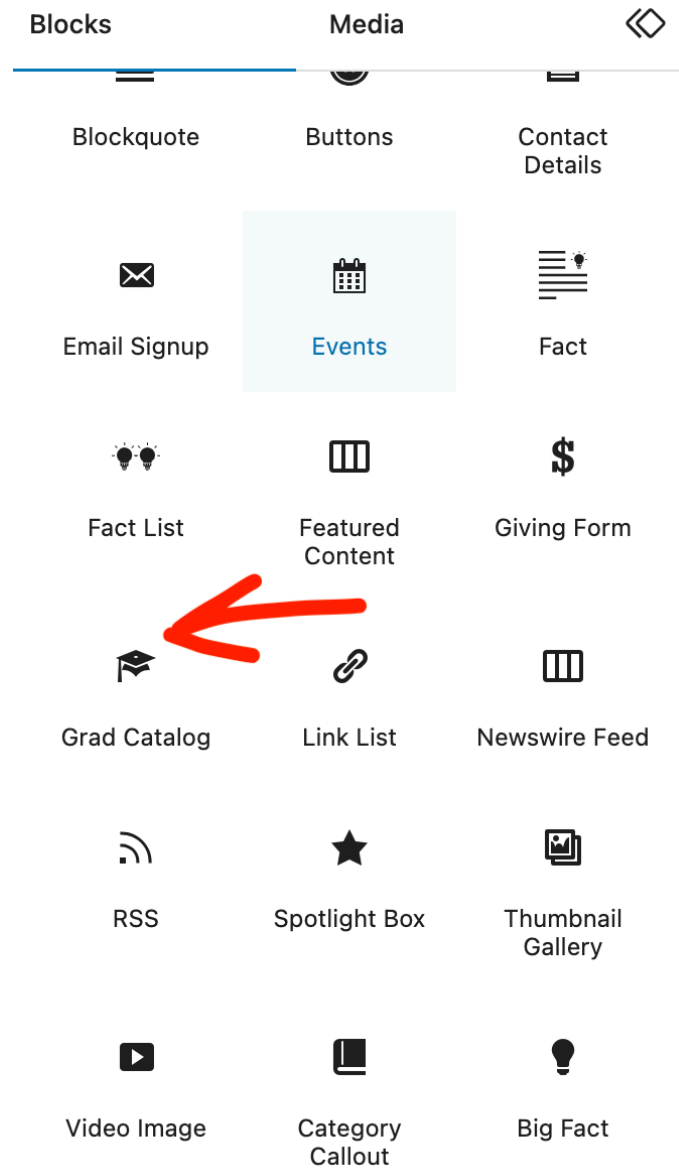


# Program webpages vs Cat + CIMP

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



# Here:





# Resources

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

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

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

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



# Security

- SIS access instructions:  
<https://grad.ncsu.edu/faculty-and-staff/information-systems/access-instructions/>
- New DGP/GSC security request form:  
<https://forms.gle/WJk9vgMe9e2WV1DM7>



# FAQ database

- Search FAQs, ask questions, give us feedback.
- URL: <https://ncsu.service-now.com/gradschool>



# Program webpage updates

- As a DGP/GSC you have access to update the information that appears on our Graduate Programs webpage (<https://grad.ncsu.edu/programs/>).
- Step by step instructions are found in our FAQ database: [https://ncsu.service-now.com/gradschool?id=kb\\_article\\_view&sys\\_kb\\_id=b081ee3547b1d1104d4cb8f3836d436b](https://ncsu.service-now.com/gradschool?id=kb_article_view&sys_kb_id=b081ee3547b1d1104d4cb8f3836d436b)



# Marketing & Communications

- If you have an outstanding student, let us know ([gradschool-marcomms@ncsu.edu](mailto:gradschool-marcomms@ncsu.edu))
  - We can push them out via social media, web story, create video, feature them in our digital magazine, share with other campus communicators, etc.
- Student newsletter goes out once a month
  - After sending it out to the students, we send it out to the GSC Google group as an FYI