

Admissions & Applications

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

Applications

- All applicants apply via Slate (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 degree may satisfy equivalency

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 or does not meet dept. pre-reqs
 - Potential Scenarios: undergrad GPA below 3.0, has grad GPA above 3.0; needs additional science, etc.
 - Requires a strong justification
 - ***Not allowed for international applicants***

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, especially when requesting an alternate method for English proficiency.
- Examples of Provisions: require a B or better in the first 9 or 12 hrs., require a B or better in X course, etc.

Requesting Full vs. Provisional

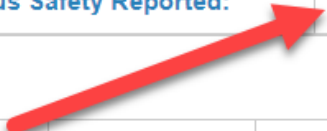
- An applicant not meeting min. requirements may warrant *full* admission
- Some depts. request applicants enroll in PBS grad-level courses first
- *Just* below the minimum requirement
- Extenuating circumstances

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.

Campus Safety

slate	58		2248 - MSW		
	Current Bin:	1 Dept Review	Groups/Tags:	Campus Safety Reported:	YES
	Application Overview				
	Program:	Social Work	Degree:	Master of Social Work (MSW)	
	Admit Term:	Fall 2024	Faculty Advisor:	Submit Date:	02/06/2024
	Supplemental ...				



- Review the reported incidents in the Community Standards section of the Application

Community Standards

Form Title

Community Standards

CODE OF STUDENT CONDUCT

I agree to uphold the Code of Student Conduct

1. Have you ever been found guilty or convicted of a misdemeanor, felony, or other crime?

 Yes

2. Have you ever entered a plea of no contest, a plea of nolo contendere, or an Alford plea to a misdemeanor, felony, or other criminal charge; or received a deferred prosecution or prayer for judgment continued, for such a charge?

 No

3. Have you otherwise accepted responsibility for the commission of a crime?

 Yes

4. Do you have any criminal charges pending against you?

 No

5. Have you ever been expelled, dismissed, suspended, placed on probation, or otherwise subject to any disciplinary sanction (for other than purely academic reasons) by any school, college, or university?

 No

6. If you have ever served in the U.S. military, did you receive any type of discharge other than an honorable discharge?

 No - Never served

If you answered 'yes' to any of the questions above, please indicate the date of the incident(s), and provide your own written explanation of your behavior, including any resulting disciplinary sanctions:

one misdemeanor possession marijuana charge in between the years of 2020/2021.

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

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

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

applygrad.ncsu.edu/manage

Graduate Assistantships & Fellowships

Richard Corley
Graduate Appointments and
Fellowships Coordinator

What is a Graduate Assistantship?



- A graduate assistant is a **student employee** of the university. They are essentially **salaried employment (not hourly)** for graduate students who perform specialized duties often related to their course of study.
- Graduate assistants work a set number of hours per week for a stipend.
- Eligible assistants receive benefits such as tuition and graduate student health insurance coverage through the Graduate Student Support Plan.
- Option to enroll for Payroll Deduction for Fees.

Types of Assistantships & Requirements

- Graduate Research Assistants (A148)
- Graduate Teaching Assistants (A138)
- Graduate Teaching & Research Assistants (A178)
- Graduate Services Assistants (A198) ***does not qualify for GSSP**

Requirements

- Admitted to a graduate degree-seeking program
- Enrolled in the Fall and Spring semesters
- Maintain good academic standing (3.000 GPA or better) at all times
- Students enrolled in Certificate-Only and Distance Education (DE) programs can hold an assistantship but they are not eligible for GSSP benefits.

GA - Hours / FTE

- Domestic students may work up to 29 hours, 0.725 FTE combined with all other on-campus appointments.
- Domestic students can work more than 29 hours/week with College Dean approval.
- 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.
- **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.

Assistantship Duration

Semester/Term	Start Date	End Date
Fall Semester	August 16	December 31
Spring Semester	January 1	May 15
Academic Year	August 16	May 15
Summer I Session	May 16	June 30
Summer II Session	July 1	August 15
Whole Summer	May 16	August 15

The Graduate School encourages departments to use the semester dates listed above instead of dates on which classes begin and end. Graduate assistantships outside of TA (A138) have “flexible” start/end dates and can be appointed at anytime throughout the year.

International graduate students who are graduating must have their assistantship support terminated as of the date of graduation for the respective semester.

NextGen Graduate Appointment System

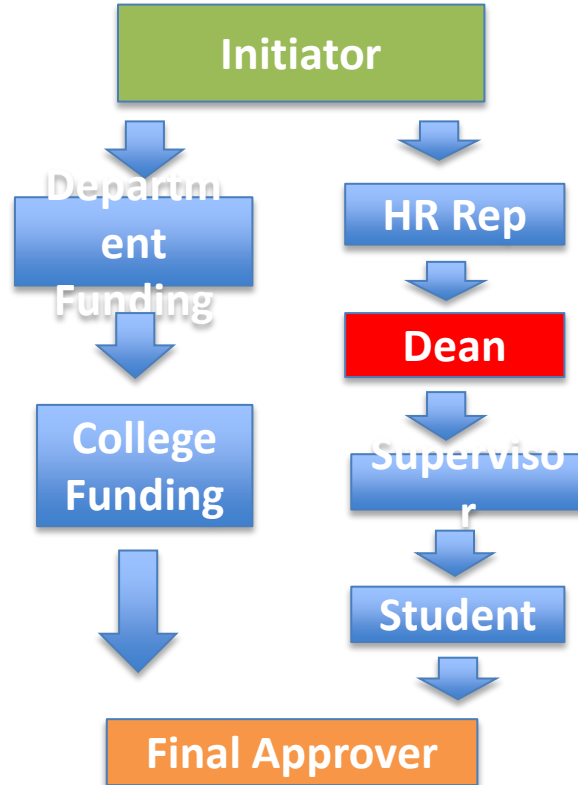
- Paperless hiring system intended to **hire**, **modify** and **separate** your graduate assistantships.
- Allows hiring units to streamline necessary HR and Funding approval processes via transaction workflow.
- Creates an official electronic **Terms and Conditions (T&C)** for payroll processing.
- Can be customized by hiring departments, colleges and/or non-academic units based on a series of roles via **Security Access Request (SAR)**.



NextGen Approval Workflow

**FUNDING
PROCESS**

***Email notices sent to every approver by the system.**



**HR
PROCESS**

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.
- The GA Job code should match the actual work that is performed.
- Use the Graduate Worklist to actively monitor the progress of your NextGen actions.
- **International graduate students on GA support cannot work more than 20 hours during a regular fall or spring semester.**
- Early terminations due to loss of funding, graduation, program dismissal etc., must be processed in a timely manner to avoid an overpayment situation.
- Students who fail to maintain good academic standing (e.g. 3.000 grade point average) should not be hired as a graduate assistant without an approved reinstatement from the Graduate School.

Department Fellowships

No work obligation financial awards

Not considered employment; considered financial aid

Payments are not considered wages

Payments are disbursed through monthly payments

Use the [Graduate Fellowship Information Form](#) to submit fellowship payment requests

Follow the financial aid year calendar: August 1 through July 31

Students must enroll in direct deposit via financial aid and international students must have a tax assessment to get paid

GA Resources

Student Funding Website

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

- 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
 - [GA Stipend Estimated Payments Calculator](#) – Used to help students estimate their net bi-weekly stipend if they enroll in Payroll Deduction for Student Fees. Shows the prorated amount for their first and last paychecks.
 - [Dept GA Stipend Calculator](#) – Used to assist departments in determining the stipend amount to enter into NextGen.
- Payroll Worksheet – Payroll Schedule/Auto-term schedules
- NextGen Grad Appointment System - Full Manual

Past Meetings and Presentations

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

Calendar Reminders

January						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Payroll Deduction for Student Fees

- Students on active/qualifying assistantships will have **until August 27**, just a few days prior to **Census (August 30)** to sign up for Payroll Deduction via their MyPack portal. The Payroll Deduction Option for Student Fees officially **opened on July 5**.
- Not available for fellows
- Students can be enrolled full-time or part-time to participate
- Payroll deduction participation is completely optional

Important Payroll Calendar Dates

- The first pay day for August 16th hires is **on Friday, August 30**.
- Students will receive their first “full” paycheck **on Friday, September 13**.
- Use the [2024-2025 Bi-Weekly payroll calendar](#) to monitor pay periods, paydays and check for payroll lockout periods.

Contact Information



Phone:
919-515-1991
MWF



Emails Contacts

rbcorley@ncsu.edu

gradschool-assistantships@ncsu.edu

grad-fellowships@ncsu.edu

Graduate Student Support Plan (GSSP)

Dare Cook
GSSP Manager

The Basics



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.

LEARN MORE: go.ncsu.edu/gssp



Size & Scope – FY 2024

Participation:

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

Funding:

Over **\$66.7 million**

- **\$ 46.7M** – Graduate School (Provost allocated funding)
- **\$ 20M** – Other Funding Sources (non-state funding sources, including grants)
 - » **\$15.1M** – Contracts and Grants



Minimum Eligibility Requirements



Qualifying RA, TA appointment or Fellowship with minimum stipend and start and end dates



Enrolled Full-Time



On-campus Master's or Doctoral Programs only
- No Distance Education or Certificate Programs

**Let's take a closer look
at eligibility
requirements**



What GA appointments qualify?

Appointment	Type (Job Code)	Qualified?
<u>Assistantship</u>		
	RA (A148)	✓
	TA (A138)	✓
	RA/TA (A178)	✓
	Graduate Service Assistant (A198)	✗
<u>Fellowship</u>		
	Primary	✓
	Secondary	✗

Minimum Stipend



Effective **Fall 2024**, the minimum stipend to qualify for GSSP benefits is \$15,000 annually for Master's students and \$20,000 annually for Doctoral students.

Breakdown by appointment duration:

GA Term	Start Date	End Date	# Pay Periods	Master's Minimum	Doctoral Minimum
Annual	8/16/2024	8/15/2025	26	\$15,000	\$20,000
Fall 2024	8/16/2024	12/31/2024	9.8	\$5,654*	\$7,538*
Spring 2025	1/1/2025	5/15/2025	9.7	\$5,596*	\$7,462*
Academic Year 2024 (9 months)	8/16/2024	5/15/2025	19.5	\$11,250*	\$15,000*

Primary Fellowship – Minimum Stipend by Term

Fellowships are awarded by NC State departments. These are not external fellowships received directly by the student.

Primary Fellowship	Supplemental Fellowship
 Eligible for GSSP benefit	 NOT eligible for GSSP benefits
At least \$5,625/semester for Master's students	Less than \$5,625/semester for Master's students
At least \$7,500/semester for Doctoral students	Less than \$7,500/semester for doctoral students

What is Full-Time enrollment?

Most graduate students are considered full-time at 9 credit hours

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

Degree	Minimum Required Credits for Degree	Minimum Hours Completed?	Required Hours for Full-Time
Master's – Thesis	30 hours	No	9 hours
Master's – Thesis	30 hours	Yes	3 - 8 hours
Master's – Non-Thesis*	30 hours		9 hours
Doctoral – Thesis	72 hours	No	9 hours
Doctoral – Thesis	72 hours	Yes	3 – 8 hours

* Departments must submit [Academic Load Waivers](#) for **non-thesis master's students**
International students on an approved Reduced Course Load (RCL) are by definition NOT enrolled full-time and will not automatically qualify for GSSP benefits!

**Let's take a closer look
at the types and
duration of benefits**



Type and Duration of Benefits

RA-TA health insurance (GSHI)

No limit on number of eligible semesters

Will be enrolled in the RA/TA Plan even if beyond allowed semesters for tuition

Allows for dependent enrollment (at student's expense)

In-State Tuition (ISTA)

Master's - 4 semesters

PhD with Master's – 8 semesters

PhD with no prior Master's - 10 semesters

Tuition Remission (TR)

Tuition Remission is the difference between the in-state and out-of-state tuition rates.

International – Same duration as ISTA

Domestic Out of State Students & Perm. Residents - **First two semesters of enrollment ONLY**

Each semester of enrollment is applied toward eligibility, even if tuition benefit is not used
GSSP does not pay Premium Tuition or Student Fees

NC Residency and Tuition Remission

GSSP will only pay the Tuition Remission (TR) portion of the student bill for **the first two semesters of enrollment** for *Domestic Out of State students and US Permanent Residents*.

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

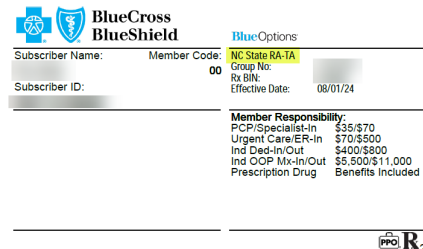
Please help us inform students of this at your departmental orientation!

[NC Residency](#)



RA-TA Health Insurance Plan - GSHI

- [RA-TA GSHI](#) plan is separate from the [University's Mandatory Student Health Insurance Plan](#). Both are called Student Blue.
- No limit on number of semesters of eligibility (unlike tuition benefits)
- Automatically enrolled once GSSP eligible
 - Insurance card designates 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	\$1,394.75
Spring Semester	January 1	July 31	\$1,952.65

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, FAQ's

- 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)

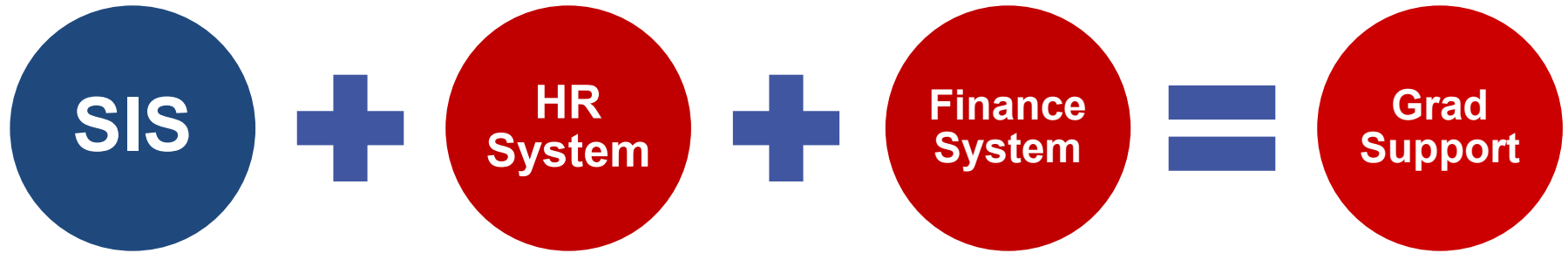
Enrollees	Monthly Premium
Student Only (paid by NC State)	\$278.95
Student Spouse	\$557.85
Student Children	\$624.75
Family	\$903.65

The Process:

**How do
students
receive benefits
and who pays
for them?**



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](#)) must be fully approved by all parties by **Census day** (10th day of classes – August 30, 2024)**

- 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](#)

Graduate Support Roster

Purpose: Allows the Graduate school to proactively apply GSSP benefits for students whom the department intends to provide a qualifying GA appointment/fellowship.

- Gives the departments until Census day to complete the GA appointment in Next Gen or students to enroll full-time
- **Otherwise, we would have to wait for ALL elements of GSSP to be met before applying benefits.**
 - Many appointments are approved before student bills go out or are due.
 - If placed in a timely manner, will present the student with a “true bill” when bills are sent to students.

Graduate Support Roster

Support Plan Roster

Program AE Aerospace Engineering

1 Search by Program

Instructions for the Roster

Filter the List

2 Filter the list

Term 2023 Fall Term

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

AE is Primary Acad Program:

Notify Students

Select All Students in the List

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' checkbox and HLTH ONLY in the list.

The 'Deselect' link will remove the 'COMMIT TO FUND' checkbox from students who do not already have a fellowship.

Remember to click 'Save Choices' after you are done.

3 Flag the students you intend to fund (GA appt./Fellowship)

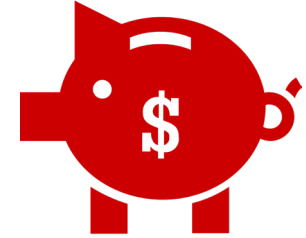
Select All Eligible Students in the List

Student Roster for 2023 Fall Term

Personalize | Find | 1-98 of 98

	Notify	ID	Name	Class	Detail	Residency	Previous Terms Attended	Acad Load	Eligible for Support if Full-Time?	Eligible Out-State Tuit Also?	Previous (Spring '23) Funding	Fall '23 GSSP Funding	COMMIT TO FUND
1	<input type="checkbox"/>	[REDACTED]	[REDACTED]	Doctoral	[REDACTED]	IN	8 of 10	Full-Time	eligible		RA/TA		<input type="checkbox"/>
2	<input type="checkbox"/>	[REDACTED]	[REDACTED]	Doctoral	[REDACTED]	INTL	0 of 8	Full-Time	eligible	Yes	None		<input type="checkbox"/>
3	<input type="checkbox"/>	[REDACTED]	[REDACTED]	Doctoral	[REDACTED]	INTL	0 of 8	No Units	eligible	Yes	None		<input type="checkbox"/>

Who Pays?



- Based on GA/Fellowship **Stipend Source**
- 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 the stipend is paid from multiple projects, charges will be split based on stipend distribution

Who Pays?

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? Example, fall, based on 9 credit hours:

	RA (A148)	TA (A138)	Total
Stipend Amount	\$5,000	\$20,000	\$25,000
Distribution	20%	80%	100%
Stipend Source	566286 (grant)	201444 (slot)	
ISTA Charged	\$4,918.50*20%, \$983.70	\$4,918.50*80%, \$3,934.80	\$4,729.50
TR Charged	\$10,386.50*20%*25%, \$519.33	\$10386.50*80%, \$8,309.20 - SLOT	
GSSP Charged	\$10,386.50*20%*75%, \$1,557.98		\$10,386.50
GSHI Charged	\$1,394.75*20%, \$278.95	\$1394.75*80%, \$1,115.80	\$1,394.75

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 [redacted] 07/26/2023 7:28:06PM Acad Prog Roster [redacted]

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

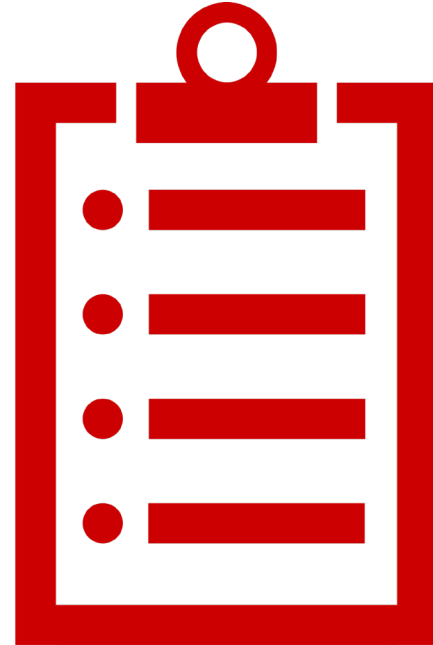
Tuition Remission

Category Eligible: Funding Declined:

Match Declined:

*Account Code		% Distribution	Source Type	Fund Match
249490	Fall/Spring Tuition 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 and Resources



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/>

GSSP Timeline – Fall 2024

March

- 3/21 - Spring Enrollment Begins
- 3/21 - GSSP Roster Open for Commitment to Fund (CTF)
- 3/21 - GSSP Exception Form – Open for Fall

May/June

- 5/15 - Begin reviewing Fall exceptions
- 5/15 - NextGen Open for Grad Appt Entry
- 6/1 - Students with CTF will be reported to BCBS for enrollment in GSHI RA-TA plan
- 6/30 Grad Support begins processing

July

- 7/5 - Fall billing begins
- 7/24 - Fall bills due
- 7/31 - Fall schedule cancellation for non-payment
- 7/31 - *2023/2024 GSHI plan year ends. Students not CTF for fall by this date will have insurance terminated unless/until they qualify for fall*

August/
September

- 8/19 - First day of classes
- 8/23 - GSSP Roster Closes for Update
- 8/23- **Commit to Fund Flag removed for students not meeting GSSP requirements; Students billed full amount due in September**
- 8/30 - Census Date
- 8/30 - **Deadline to submit GSSP Exception Form**
- By 9/15 - GSSP Tuition and Health Insurance Journals Posted



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

UNC SO: change accreditor every cycle!

Outcomes assessment

- Switch from in-house to commercial software (APA -> Anthology)
- Next report due in fall 2025
- **Best time EVER to look at your assessment plan**
- **Do it this fall!**
- **Let's talk (soon)!**

Typical issues

- 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
- 2 SLOs 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 (still) 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

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/>
- New layout, filters, promos, info, etc.

The screenshot displays the top portion of the NC State University Catalog website. At the top left is the NC State University logo, and at the top right is a search icon. The main heading is "University Catalog 2024-2025". Below this is a red navigation bar with links for Home, Undergraduate, Graduate, Courses, and About NC State. A red banner below the navigation bar reads "Explore Academics and Careers". On the left side, there is a "Narrow Your Results" sidebar containing a "Reset Filters" button, a "Search" section with a search box labeled "Enter terms...", and an "Academic Level" section with radio buttons for "Undergraduate" and "Graduate" (which is selected). To the right of the sidebar are three featured program cards: "Accounting" (MR), "Adult and Community College Education" (MEd, MS, EdD), and "Aerospace Engineering" (MS, PhD, Minor). Each card includes a representative image and the program name with its degree levels.

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
 - Not “official”
- **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**

Help

- <http://www.grad.ncsu.edu/>
- Graduate assessment:
 - gremaud@ncsu.edu
- Catalog:
 - grad-curriculum@ncsu.edu
- Program development:
 - grad-curriculum@ncsu.edu
 - gremaud@ncsu.edu

Technology

Darren White

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>

Marketing & Communications

- If you have an outstanding student, let us know (gradschool-marcomms@ncsu.edu)
 - We can push them out via social media, web story, create video, share with 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