## **IRHR Policy Guidelines for Doctoral Student Funding**

Financial support is normally offered to SMLR doctoral students who are enrolled full-time, working in residence, and making satisfactory progress toward the completion of the degree. In general, students are eligible for financial support for up to five academic years plus four summers. Financial support is not guaranteed and is subject to the availability of university and school funds. Usually it takes the form of a research appointment and/or a teaching appointment. Research appointments typically involve collaboration on faculty-directed research projects. Teaching appointments can take either of two forms: serving as a teaching assistant in a course offered by a faculty member, or serving as the sole instructor for a course. Students who receive financial assistance from the IRHR program must devote a minimum of 40% of their time to teaching activities.

The financial package complements the program's other activities and promotes the professional development of students. There is substantial flexibility to arrange work assignments to fit the needs of students. Teaching and research appointments are made by mutual agreement between students, individual faculty members, and the doctoral program director, while adhering to the following guidelines:

## During the Academic Year (Fall and Spring Terms):

During the academic year, research and teaching appointments normally require students to work an average of 15 hours per week. Early in the program, students are encouraged to spend a minimum of one semester (fall or spring) as teaching assistants in courses offered by SMLR faculty members. This assignment should help the student develop basic skills and prepare to take full responsibility for teaching a course later on. Subsequently, students are expected to serve as the instructor for courses offered in a SMLR degree program.

Teaching assistantship appointments may be given for either undergraduate or graduate courses. Normally, course instructor appointments are given for undergraduate courses only. Occasionally, however, qualified students may be appointed as instructors for graduate courses. All teaching appointments must be approved by the IRHR graduate program director and by the director of the relevant credit program.

## During the Summer:

During the summer, the doctoral program strives to offer students who are making satisfactory progress a teaching or research appointment that is equivalent to 15 hours per week for two months. If university compensation rates for teaching and research positions differ in a given year, the doctoral program may provide supplements to students, as needed, to ensure that students at equivalent stages in the program receive equivalent levels of financial support

With the consent of the IRHR graduate director, during the summer only, students may elect to accept additional employment within SMLR (e.g., teaching or research) for up to 15 more hours per week. SMLR faculty and administrators who wish to employ doctoral students in this capacity are expected to consult with the graduate director before entering into such an employment relationship. Thereafter, however, all responsibility for such a supplemental employment agreement rests with the faculty member or administrator who funds the work.