Dear Colleagues,

We have received many inquiries about the interpretation of summer enrollment requirements and employment. The Graduate School Advisory committee encouraged us to send out a reminder on what the current requirements are with respect to enrollment during the summer. This is the current language in the graduate catalog and represents policies approved by the Graduate Council and the Provost.

“Unless on approved leave of absence (see Section II), all graduate students in graduate degree and certificate programs must register continuously for a minimum of 3 graduate credits until their degree or certificate is granted or until their status as a credential-seeking graduate student is terminated. This includes students who are taking only preliminary comprehensive or final examinations or presenting terminal projects. Students must register for a minimum of 3 credits and pay fees if they will be using university resources (e.g., facilities, equipment, computing and library services, or faculty or staff time) during any given term, regardless of the student’s location. If degree requirements are completed between terms, the student must have been registered during the preceding term.”

“Graduate students who do not plan to make use of university facilities or faculty time during summer session are not required to register during the summer session and do not need to submit a Leave of Absence/Intent to Resume Graduate Study form. In such instances, summer session will not be counted within allowed leave of absence limits (see section II.C.). However, if students do plan to utilize facilities or faculty time during summer session, they must register for a minimum of 3 graduate credits.”

From [http://catalog.oregonstate.edu/ChapterDetail.aspx?key=38#Section1804](http://catalog.oregonstate.edu/ChapterDetail.aspx?key=38#Section1804), under minimum registration.

Therefore, if students are using university resources (facilities, equipment, and/or faculty/staff time) over the summer to work on their research/project/internship to fulfill academic requirements they must be enrolled in a minimum of 3 credits.

In terms of employment, the following paths are available to programs:

- Students may be paid on an hourly basis over the summer and may work more than 0.49 FTE. Students should not be paid less than their current hourly rate if they were on a graduate assistantship in the spring. If this approach is taken, and a student is pursuing their academic research, the student will need to enroll. The programs are encouraged to increase the FTE to cover the increased work that would help to offset the cost of tuition and fees.
• Students may be hired as graduate research assistants for 0.2-0.49FTE. Students must be full-time enrolled for a minimum of 9 credits.

All the best.

Anita Nina Azarenko
Associate Dean  Graduate School
300 Kerr Administration Bldg.  Corvallis, OR 97331-2121
Ph: 541-737-4881  gradschool.oregonstate.edu