

## Civil Engineering Request Form for Requesting Graduate Assistantship Letter 2016-2017

1	Student Name	
1a	Student PUID (Grad Office will enter this)	
2	Name of Initial Faculty Contact	
3a	Contact Room #	
3b	Contact Phone #	
4	Offer Type (Circle One)	RA      TA      General
5	Salary (Circle One)	MS 0.50 FTE \$1700 / mo PhD 0.50 FTE \$1850 / mo
6	Start Date (Circle One)	August 15, 2016    January 2, 2017 Other: _____
7	Offer Period*	12 Months (RA) 9 Months (TA)    Other: _____
8	Request Enrollment in TA training (Circle One)	Yes      No
9	Special Conditions to be included in letter	
10	Name of Faculty Requesting Letter	
11	Signature of Faculty Requesting Letter	
12	Date Signed by Requesting Faculty Member	
13	If RA, Account Information from Faculty Member	
14	If RA, Account Number and CE Business Office Signature	
15	If TA, Area Coordinator Signature	

\* Offers made to international applicants residing outside the US are typically for 12 months. If not, the student will be required to show proof of funding.