

**Center For International Education
Graduate Assistantship Verification Form**

This form is to be used when an international student (F-1 visa category) has been admitted to The University of Tennessee and has been awarded an assistantship. This is an internal form. It **DOES NOT** replace the official letter that students must have in order to apply for a visa.

Part I - Student Information

Name: _____ ID#: _____
(Family) (Given)

Level of Education student is pursuing (check only one):

- Master's Other: Please specify type of program. Eg. Certificate, Diploma, JD
 Doctorate

Department: _____ Major: _____

Semester Admitted: Fall Spring Summer Year: _____

Duration of Assistantship:

From: _____ To: _____
Month/Year Month/Year

Hours per week: 10 hours 20 hours Other _____

Part II - Funding Information

Please check Yes or No and list the amount of the stipend:

Tuition waiver Yes No
Semesters covered Fall Spring

Programs and services fee Yes No
Technology Fee Yes No
Facilities Fee Yes No
Health Insurance Yes No

Stipend Yes No Amount: \$ _____ per year (12 months)

CIE calculates tuition waivers based on the amount listed on the Estimate of Expenses list. The expenses are based on a two-semester calculation and 12 months living expenses. For INS purposes, summer semester is optional.

Part III - To be filled out by the Departmental Representative

I certify that the above information is correct and that any UT funds listed in Part II will be paid by this college/department.

Name: _____

Signature: _____

Date: _____

Email: _____

Please return completed form to Joann Ng Hartmann at Center for International Education, 1620 Melrose Avenue.

For CIE Use Only
Tuition waiver: _____
Health Insr.: _____
Stipend: _____
Total value: _____
CIE staff: _____