



# Grade 21 Variable Rate Assistantship

Office of Graduate Fellowships and Awards Administration; 205 Kern Graduate Building, University Park, PA 16802; 814-865-2514

**Purpose:** Appointment of a graduate student to a Grade 21 stipend level is intended for special circumstances where it becomes necessary to provide a stipend rate considerably above the established grades of 09 through 20. The latter grades should accommodate the vast majority of appointments. Special circumstances may include factors such as extreme market competitiveness within a disciplinary field; the requirement by an outside sponsor to provide a specified institutional match that exceeds the highest stipend level; and other comparable extenuating situations.

**Application:** Please complete the following information for an assistantship appointment at a Grade 21. The form must be signed by the program chair, budget executive and the respective college administrator for graduate education to indicate approval. Once completed, submit the form to the Office of Graduate Fellowships and Awards Administration by upload to the college's Penn State Box account.

Student's Full Name: \_\_\_\_\_ PSU ID Number: \_\_\_\_\_

Graduate Program: \_\_\_\_\_ Degree Sought: \_\_\_\_\_

Budgetary Unit Providing Assistantship: \_\_\_\_\_

Proposed Stipend Rate (per semester): \_\_\_\_\_  
(Amount must be divisible by 45 to the nearest quarter.)

Level of Assistantship: 1/4-time      1/2-time      3/4-time

Period of Appointment: \_\_\_\_\_

Justification for Proposed Stipend Rate:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attach documentation that supports the above justification (e.g., guidelines from funding agency; benchmarking of offers from peer institutions for the disciplinary field involved; other).

**Approvals:**

Name (please print or type) Chair of student's graduate program	Signature	Date
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Name (please print or type) Budget administrator for unit providing the assistantship	Signature	Date
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Name (please print or type) College administrator for graduate education	Signature	Date
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**For Graduate School Use Only:**

Approved  \_\_\_\_\_ Date \_\_\_\_\_  
Denied  Vice Provost for Graduate Education and Dean

of the Graduate School IBIS Doc # \_\_\_\_\_