



MEMO

To: Faculty and Academic Administrators

FROM: Dean Michelle Crimi

SUBJECT: Tuition and Stipends for AY 2024-2025

DATE: November 8, 2023

This memo outlines the tuition prices and stipends for the 2024-2025 academic year for graduate teaching, research, and professional assistantships.

1. Effective with the 2024 summer sessions, 2024-2025 per credit tuition for graduate students by program is provided in Table 1, aside from Physical Therapy, Physician Assistant, and Occupational Therapy programs' annual tuition, which is provided in Table 2.

Table 1. AY 2024-2025 Per Credit Tuition Rates

SCHOOL	PROGRAM	Tuition (per credit)
Reh School of Business	Residential MBA	995
	Online, hybrid, healthcare, healthcare mgt, healthcare data analytics	995
Arts & Sciences	All programs	1500
Engineering	Potsdam-based programs	1500
	CRC-based programs	995
ISE	All programs	1500
Education	All programs	795
Interdisciplinary	MS Engineering & Management	995
	MS Applied Data Science	995
	Dual Degree MS Data Science / MBA	995
Health Sciences	Bioethics	995

Table 2. AY 2024-2025 Annual Tuition Rates

SCHOOL	PROGRAM	Tuition (per term)
Health Sciences	Physical Therapy	\$12,349
	Physician Assistant	\$13,286
	Occupational Therapy	\$10,714



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Graduate Fees	Per Year
Student Residential Resource Fee (Potsdam)	\$805
Student Activity Fee (Potsdam)	\$50
Student Facility Usage Fee (CRC)	\$77
Student Activity Fee (CRC)	\$10

2. The minimum annual stipend for teaching, research, and professional assistantships (TA, RA, PA), effective June 23, 2024 will be \$29,900 (\$1,150 bi-weekly). Faculty requesting funds for RA stipends on pending proposals and those already supporting RAs with funding that will continue beyond June 22, 2024 (FY 2024 end date for payroll) should note this change in minimum stipend amount. Departments should be prepared to use this rate as appropriate and applicable for all new appointments or reappointments that include AY 2024-2025.
3. The Dean of the Graduate School has the authority to coordinate with the departments and the Office of Budgets and Planning to ensure appropriate allocation of funds to the departments for TA stipends. Departments shall appoint individual students to TA positions and assign duties as appropriate to support the departments' program.
4. The tuition scholarship may cover a maximum of 15 credits per academic semester and may not exceed 30 credit hours per academic year.
 - a. The research grant(s) from which the externally-funded RA stipend derives must recover full indirect costs at the rate appropriate to the grant (on-campus or off-campus). In addition, when permitted by the funding source, the research grant must:
 - i. Recover academic year salary at a minimum of one month annually per student. This amount can be a sum of the academic salary requested by each Investigator on the project as long as the total is at least one month per student annually; or
 - ii. Recover a minimum of 12 credits of tuition annually per student.

Any exceptions to these must be approved by the Associate Vice Provost for Research and the Dean of the Graduate School.

- b. Generally, the minimum duration of an RA appointment is six months per semester of tuition scholarship provided. Two exceptions include:
 - i. A tuition scholarship may be granted to a student during her/his first semester of full matriculation as long as the student's initial RA appointment has a duration of four months or longer;
 - ii. A tuition scholarship may be granted to a student during her/his final semester of full matriculation as long as the student has met the credit hour



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requirements of the degree sought and the RA appointment has the duration of one month or longer.

- c. Funds from up to three accounts may be aggregated to provide one stipend. If the tuition scholarship is used as cost-sharing on the supporting grant(s), and aggregated funds from multiple grants provide the stipend, then any tuition charges will be prorated across each account used to provide funds for the stipend.
 - d. PIs are advised that while the University may provide a tuition scholarship to cover up to 30 credits per RA per year, proposals now show a maximum tuition cost sharing of 12 credits per RA per year to provide assurance that the commitment can be honored.
5. TAs, RAs, and PAs may receive a partial appointment. The appointment may cover tuition or stipend or both, and may be paid from internal or external funds. A student on an appointment that covers stipend is not entitled to a tuition scholarship; however, they may qualify for a partial tuition scholarship on the same basis as other matriculated students. Appointments can be made for any period of time.
 6. Clarkson University is responsible for providing certain assurances to the federal government concerning graduate students. Two requirements are pertinent in this memo:
 - a. Graduate students who hold full-time appointments are not eligible to take additional employment during the period of their appointment.
 - b. Graduate students should not be paid via time cards from any externally-funded research account.

Because other possibilities exist that may not fit these general guidelines, please contact the appropriate Academic Administrator(s) before giving assurances to any graduate student regarding part-time, hourly employment.

cc:

Jeffrey Ives, VPF
Christopher Robinson, Interim Provost
Amanda Pickering, Associate Vice Provost for Academic Affairs & Student Achievement
Regis Quirin, Director of Budget and Planning
Steve McDonald, Director of Research Operations
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Todd Travis, Award Administrator, Sponsored Research Services
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