



## VETERANS BENEFITS

### Federal Benefits

1. Initial application for Federal benefits is the responsibility of the student. Applications may be obtained from the Registrar's Office, Boston VA office, or local Veteran's Service office.
2. Submit a copy of DD214 and completed application to Veteran's Representative, Registrar's Office. VA Form 22-1990 and the application with the attached enrollment certificate will be submitted to the VA by the Registrar's Office.
3. Students wishing to transfer VA benefits from another college or institution must complete VA Form 22-1995 (Request for Change of Program or Place of Training). These forms are available in the Registrar's Office.
4. EACH SEMESTER the student must notify the Registrar's Office to request VA Benefits for that semester and to fill out VA Form 22-1990.
5. Full tuition and fees must be paid at the time of registration by all students.
6. The veteran is obligated to report any change of status immediately to the Veteran's representative in the Registrar's Office. This includes any change in the number of credits for which the student is registered, withdrawal from course or program, and excessive absences (over three).

## GRADUATE ASSISTANTSHIPS

Each academic year several Graduate Assistant positions are available for interested and qualified students. To be eligible to apply, a student must be fully accepted in a graduate program at Salem State College, carrying at least two graduate courses per semester or their credit equivalent. Additional academic requirements include: a minimum of a 3.0 average in the major field of study, a minimum GMAT or GRE verbal score of 500, and a quantitative score of 500 if the applicant's major field of study is mathematics or science.

There are three categories of assistantships: faculty research assistants, academic program assistants and Administrative Assistants. Faculty research assistants assist individual faculty with their scholarly work throughout the academic year. Academic program assistants provide service to academic programs such as the Writing Center during the tenure of their assistantship. Administrative Assistants provide administrative assistance to a college department.

Each full-time assistantship carries a monthly stipend and an award of tuition remission in all courses except directed study courses, courses by arrangement, and thesis courses. The stipend is for 10 hours a week rendered to the department to which the assistant has been assigned. The tuition remission is considered a financial resource in any Financial Aid award. For further information, contact the Graduate School at (978) 542-6323.