

Registration Policy for Externally Sponsored Research Assistantships

New Mexico Tech, the Internal Revenue Service, and the Immigration and Naturalization Service, have rules that apply to graduate students who wish to engage in paid research activities sponsored by external agencies and industry as part of their degree programs. Sponsoring agencies and companies are strongly encouraged to provide tuition support (waivers) for graduate students engaged in research. This support may be part of the regular stipend for services rendered. The following practices will be observed for graduate students engaged in externally sponsored research assistantships.

Definitions (all terms except the new terms ‘Off-campus graduate student’, and ‘On-campus graduate student’ conform to established usage in the Tech catalog):

- *Off-campus graduate student* – a graduate student who **is not** on campus on a regular daily or weekly basis to attend classes or to meet with faculty;
- *On-campus graduate student* – a graduate student who is attending classes or engaged in regular meetings on the New Mexico Tech campus with Tech faculty members;
- *Part-time appointments* – work-related responsibilities of 20 or fewer hours per week;
- *Full-time appointments* – work-related responsibilities of more than 20 hours per week;
- *Reduced registration* – registration for 6 credits (3 credits in summer) by an *off-campus graduate student* or for 3 credits during a graduate student's final qualifying semester;
- *Part-time registration* - a graduate student registered for 8 or fewer credit hours during a regular (fall or spring) semester or less than 6 credit hours in the summer;
- *Full-time registration* – a graduate student registered for 9 or more hours during the regular (fall or spring) semester or for 6 or more credit hours in the summer.

Qualifying Students – Graduate students who are required to conduct research with external entities (corporations, national labs; usually *off-campus*) and who will be paid for their activities come under this policy.

Policy for Off-campus Students:

- *Full-time appointments* require *reduced registration*.
- Registration for *part-time appointments* may range from *reduced registration* to *full-time registration*. The exact number of credit hours will be determined by the research credit hour needs of the student and the tuition support available.

Policy for On-campus Students:

- *Part-time appointments* for graduate students who are on-campus require a *full-time registration* of 12 credit hours.
- *Full-time appointments* for regular (*full-time registration*) graduate students who are *on-campus* are not permitted. Students who were regarded as *part-time* (registered) graduate students for at least one semester immediately prior to appointment to an externally sponsored research assistantship may qualify for *full-time appointments*. During the period of the *full-time appointment*, these students must continue their *part-time* (registration) status.

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