Memo

To: Newark Deans
Newark Faculty
Newark Administrators

From: Acting Vice Chancellor for Research & Collaborations Piotr Piotrowiak

Date: August 15, 2018

Re: TUITION REMISSION REQUEST FORM AND REPORTING INSTRUCTIONS

Please find attached the Tuition Remission Request Form. The Principal Investigator (P.I.) is requested to fill the form completely and email to lisaj@newark.rutgers.edu.

To recapitulate, we will provide support at the level of in-state tuition for up to 12 credit hours per semester. As long as the student receives full graduate stipend, benefits and fees that are covered at 100% by external funds, be it a grant, contract, gift, etc. Students funded from internal sources such as (TA, SEED Grant, IMRT, Busch, start-up funds, etc.) are not eligible.

The good news is that at this point the program is fully solvent and we should be able to meet the demand. Because of a large number of discrepancies between the claimed credits hours and the actual registration record, we will release the remission only after the registration is confirmed by the ORSP. Unfortunately, there have been discrepancies in the past. As a result, this is the only way we have to deal with the problem.

Please let us know if we could be of further assistance.

Enc.: Tuition Remission Request Form