

## Billy D Kosteas

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**From:** Dean of Graduate Studies  
**Sent:** Thursday, February 8, 2024 8:30 AM  
**To:** Andrew E Kersten; Melissa L Gruys; Stephanie Brooks; Jill Gordon; Richard Schoephoerster; Lee I Fisher  
**Cc:** Mekki Bayachou; Conor T McLennan; Amit K Ghosh; Timothy J Arndt; Sheila M Patterson; Madalynn C Wendland; Brian P Yusko; Joanna P Ganning; Brian L Davis; George Chatzimavroudis; Brian E Ray; Carolyn Broering-Jacobs  
**Subject:** Important policy updates

Dear Colleagues,

I am writing to provide you with two important policy updates endorsed by Graduate Council during our January meeting. Both policies go into effect with the Fall 2024 semester.

Department Chairs will also be receiving this message.

### **Graduate Assistants and Health Insurance**

Graduate Assistant contracts for doctoral students on a full-time contract (20 hours per week of work) with tuition must also include 70% of the cost of single coverage in cases where students have student health insurance through the university.

When the contract is fully funded by department/college GA allocation dollars, the cost associated with health insurance coverage will be covered by the College of Graduate Studies using GA allocation dollars set aside by the Graduate Dean. The PI is responsible for covering the cost of health insurance for students funded on grant dollars for any future grants, starting with applications dated on or after April 1, 2024. Grants received or applied for prior to this deadline are grandfathered in and the health insurance cost will be covered by the College of Graduate Studies. GAs funded on grants that do not allow for coverage of health insurance will be covered by the College of Graduate Studies.

### **Deadlines for thesis/dissertation defense and submission of final document to grad studies.**

In order to ensure timely processing of thesis and dissertation documents and degree posting, students must defend their thesis/dissertation by the end of the 10th week of the semester in fall and spring (end of the 7th week for summer semester) and the final document must be submitted to the College of Graduate Studies for format review by the end of the 13th week of the semester in fall and spring (10th week of summer semester). Exemptions from these deadlines may be granted by the Dean of the College of Graduate Studies in cases where the student's defense is delayed for unexpected reasons outside the student's control.

### **IMPORTANT REMINDER**

Recent events prompt me to remind all departments they may not exceed the approved number of double-counted credits for students in accelerated master's (a.k.a. 4+1) programs. If your program is approved for 9 credit hours of double-counting and you have 4 credit hour courses, your students will only double-count 8 credit hours. We will not count partial courses. Starting Fall 2024, accelerated master's programs may not double-count more than 9 credit hours of graduate coursework. Additionally, undergraduates may only take **nine (9)** credit hours of graduate coursework at the 500-level outside of an accelerated master's program and count those courses towards a subsequent master's degree if those courses were not used towards the undergraduate degree. As a reminder, here is the relevant section of the Graduate Catalog:

[https://catalog.csuohio.edu/content.php?catoid=43&navoid=3536#Undergraduate\\_Students\\_Taking\\_Graduate\\_Courses](https://catalog.csuohio.edu/content.php?catoid=43&navoid=3536#Undergraduate_Students_Taking_Graduate_Courses)

Sincerely,

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Dean, College of Graduate Studies  
Professor of Economics  
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