

# Oklahoma State University Policy and Procedures

## **PAYMENT FOR GRADUATE STUDENT PARTICIPANT COSTS ON GRANT- OR CONTRACT-FUNDED SPONSORED PROGRAMS**

**3-0255  
ADMINISTRATION  
& FINANCE  
October 2019**

### **POLICY**

1.01 Payment for grant-related stipends, travel, or other participant costs, such as books, fees, supplies, and living allowances may be allowable if authorized in accordance with institutional policy and the sponsoring agency's explicit approval.

2.01 The principal investigator of a grant program is responsible for initiating any payment to an eligible student.

1. Graduate Research Assistants/Associates may receive limited tuition remission under OSU Policy 3-0421 "Graduate Research Assistants/Associates Tuition Waivers." Payments for books, supplies, or University fees in some cases with specific and explicit approval by the sponsoring agency and processed with an "Exhibit A" initiated by the Principal Investigator.
2. Training Grants or Fellowships may provide educational support over and above the cost of tuition to include supplies, fees, living expense, and/or travel costs. The principal investigator should use the "Exhibit A" to facilitate the payment/reimbursement of the student costs.
  - a. The Exhibit A is the notification of a payment action initiated by the Principal Investigator which authorizes funding to individuals participating in a sponsored project. Generally, the Exhibit A grants special considerations allowed by the sponsoring agency that will authorize payment for participant activities or expenses that are over and above the Graduate Tuition Waiver or allows special payment/considerations to be paid for participants in training grants.
3. Payments for stipend and/or grant-supported salary must be approved by the sponsoring agency and also must comply with OSU Policy 3-0362 "Reporting and Taxability of Assistantships, Fellowships, Scholarships, Fee Waivers, and other Payments to Students."

November, 1974

July, 1982

October, 2019



**Stipend: distribute as follows:**  
**Payments to OSU Students form must be attached (available at the following web address):** <http://bursar.okstate.edu>, click on "**Forms**". The title is Policy 3-0362 Payments to OSU Student Form, Attachment to Exhibit A.

<b>Date</b>	<b>Amount</b>
_____	_____
_____	_____
_____	_____

**\*A Graduate Research Assistant working on a Sponsored Research Grant can ONLY receive TUITION. FEES and other costs of education may NOT be charged to a Sponsored Program.**