- 4. You agree to be available to perform all graduate assistantship job duties at the Tennessee Tech campus or at a Tennessee Tech approved off campus facility under the direct guidance of your assigned supervisor and in accordance with the terms of this appointment.
- 5. If your graduate assistantship is terminated, you resign, forfeit, or withdraw from Tennessee Tech during a semester, you will be responsible for paying all of your academic fees prorated for the remainder of the term, in proportion to the number of days left in the semester, at the time the assistantship ends and your residency will become subject to Tennessee Tech Policy 253 – Residency Classification.
- 6. If it is determined by Tennessee Tech, in its sole discretion, that, prior to beginning the assistantship, you have not met any requirements related to assuming the graduate assistantship, including but not limited to completing in a timely manner the necessary paperwork, applications, or forms as requested or required, failing to perform satisfactorily any assigned work as a student employee or otherwise failing to meet the standards of professionalism, diligence and the attention to detail required by this position., Tennessee Tech will notify you in writing and this offer, even if you have accepted it, it will become null and void.
- Similarly, if Tennessee Tech determines, in its sole discretion, that your performance of assigned duties during assistantship is unsatisfactory, your graduate assistantship may be withdrawn. In the event that the graduate assistantship is terminated for unsatisfactory performance during the semester, Tennessee Tech will notify you in writing of the date that your assistantship will terminate. You will be responsible for paying all your academic fees prorated for the remainder of the term, in proportion to the number of days left in the semester, at the time the assistantship is terminated.
- 8. By acceptance of this appointment, you agree to abide by the terms of the Drug-Free Workplace Act of 1988 as defined in published institution statements and policies. You also agree to notify the Personnel/Payroll Office of any criminal drug conviction for a violation occurring in the workplace no later than five days after such conviction.
- You agree to abide by the policies of Tennessee Tech regarding Intellectual Property, and hereby acknowledge your responsibilities under those policies to disclose and possibly assign (as required under policy) Intellectual Property developed by you, either solely or jointly with others, during the term of your employment, and to otherwise assist the institution as required by policy in protecting rights it may have in that Intellectual Property.

10. Renewal of this assistantship will be contingent upon your colleges funding limit policy.
Please confirm your acceptance of this offer of assistantship by signing below.
The proposed start date for your appointment is August 17, 2023 and the expiration date of your appointment is April 26, 2024 appointment.
Thank you for your consideration of this offer, and I look forward to working with you.
Sincerely, —Docusigned by: Mark Wilson —OCTOSTABBETABLA KIM Nash Assistant to AD Acceptance by the student:
I have read and understood the terms of this appointment and accept the position.
DocuSigned by:



Elias Grubert Printed Name 8/14/2023 Date