

Student Native Language-Teaching Assistants and Course Credit

Dear Student Native Language-Teaching Assistant and Faculty Adviser:

Student native language-teaching assistants (SNLTAs) sign contracts requiring them to take six credits of course work in both fall and winter terms and three credits of courses for spring term (if they are here for spring term). They are also required to work up to 20 hours per week in their respective language departments.

The SNLTAs are given the option of taking the above course load for credit or as an audit and still maintain a valid J-1 student visa status. Some SNLTAs may not need their credits from W&L for their degree program at their home institution. If the SNLTAs take the course(s) for credit, the university pays for the credits, but the individuals incur the tax liability on that amount as a financial benefit. If the SNLTAs choose to audit a course or courses, then the faculty adviser does NOT register them for that course and the SNLTAs do not incur tax liability for the course. Each SNLTA auditing a course must speak directly with the faculty member teaching that course on order to get permission to sit in on the class.

If the SNLTAs choose to audit all courses for a given term, the faculty advisers do NOT register them for any courses. As a result, they are not officially enrolled at the university, will not show up on official rolls or documents, and cannot be certified as being a student at the university.

If SNLTAs wish to take a course at VMI through the exchange program, the student must be enrolled at W&L for at least three credit hours and must have a special dispensation from the W&L Provost and the VMI dean, since exchange agreements are intended for full-time, degree-seeking students.

Once SNLTAs have determined which classes they will take and whether these courses will be for credit or audited, each should complete a copy of the this form every term and return it to The Office of the Dean of the College in Washington Hall.

Please print

SNLTA Name: _____ Term _____ Year: _____
Fall, Winter, Spring

Course #1: _____ Instructor: _____ Credit or Audit: _____
Dept Course # Section #

Course #2: _____ Instructor: _____ Credit or Audit: _____
Dept Course # Section #

Course #3: _____ Instructor: _____ Credit or Audit: _____
Dept Course # Section #

The faculty adviser has discussed the above scenario options with the student and both of you have agreed on the above action.

SNLTA's Signature: _____ Date _____

Faculty Adviser's Signature: _____ Date _____

Received by the Office of the Dean of the College _____ Date _____