



Welcome to the Statistics Graduate Program at Colorado State University!

## 1. Registration

To register for classes, you will need to obtain an eID (electronic identity). If you are new to the university, we recommend that you do this before arriving on campus. This can be accomplished by visiting: <https://netid.colostate.edu/>

Registering for your classes will be done via RAMweb at:  
<https://ramweb.colostate.edu/registrar/Public/Login.aspx>

Please register for the following classes for your first semester in the program:

STAT 520

STAT 540

STAT 501

STAT 684

Elective (Optional)

## 2. Graduate Teaching & Graduate Research Assistantships

Graduate Teaching Assistants (GTAs) are a very important part of the Statistics Department. The majority of our graduate students are supported as a teaching assistant or research assistant (GRA).

**Pay Day:** GTA & GRA contracts are for 9 months (4.5 months for fall and spring semesters). The 9-month contract begins August 16th and ends May 15th. You will receive a half-month of pay for August and May, so it is important to plan accordingly. Payday for all monthly employees, which graduate assistants are, is the last working day of each month.

**Payroll Paperwork:** You must complete payroll paperwork and be entered into the payroll system by August 10<sup>th</sup> to receive your first paycheck on the last working day in August. If your paperwork is completed *after* this date your first paycheck will be delayed. Please set up your direct deposit/banking information and confirm all information was accepted. If there are any errors, you will receive a paper check via the mail which takes longer than direct deposit.

**International Students:** International students must obtain a social security number (SSN). If you do not have one, central HR will provide you with a letter of employment. Please contact

Yodit Lulseged ([Yodit.Lulseged@colostate.edu](mailto:Yodit.Lulseged@colostate.edu)) and/or request the information through The Work Number: <https://hr.colostate.edu/employment-verification/>.

You can use this letter to apply for a SSN as soon as you are in the US/Fort Collins. Please provide the receipt of your application to Adrian Macdonald ([adrian.macdonald@colostate.edu](mailto:adrian.macdonald@colostate.edu)).

For more information, you can check with The Office of International Programs regarding this process: <https://international.colostate.edu/iiss/resources/employment/scholar-social-security-information/>

**Tuition:** As a GTA/GRA, you will receive a full tuition waiver. Although your full tuition bill will appear on your student account each fall and spring semester, you should not pay this bill. Your full tuition will be paid by the graduate school after census each semester.

**Fees:** Using a phased-in approach to implementation, graduate assistants appointed as graduate teaching assistants (GTAs), graduate support assistants (GSAs), or graduate research assistants (GRAs) will receive 100% coverage of all mandatory graduate student fees by the 2025-2026 academic year (AY). Partial mandatory fee coverage began in Spring 2023 with increases every academic year as follows:

	Spring 2023	AY 2023-2024	AY 2024-2025	AY 2025-2026
Mandatory Fees Covered by CSU	50 %	50 %	75 %	100 %

The full cost of mandatory graduate student fees is approximately \$1,200.00 each semester. Therefore, you will still be responsible for the percentage not covered by this new policy until it is fully phased in for the academic year 2025-2026. This program was implemented because graduate assistants will not receive their first paycheck before the first billing cycle. Therefore, you can disregard the first eBilling notification each semester indicating that you will receive a late charge if your balance is not paid by the first billing date of the semester. You are exempt from this charge.

**GTA Training:** All incoming GTAs will complete GTA training before classes begin. Please pay attention to all emails from The Graduate School about the training.

**Physical Presence:** GTA contracts are from August 16 – May 15 and physical presence outside of University Holidays may be required. Attendance at pre-semester meetings is required of all GTAs. Please check with your course coordinator (once assigned) to determine the time of your meeting. In addition, certain departmental meetings as well as graduate student workshops are mandatory. Please submit absence requests to the department chair well in advance.

Unexcused absences can put your assistantship at risk.

**Establishing Residency:** If you are a GTA and a US citizen, you will need to establish Colorado residency as part of the GTA contract. It takes one full year to establish residency, so you must begin the process immediately upon arriving in Fort Collins.

For detailed information about the process for establishing Colorado residency see the Office of Financial Aid's webpage on Residency Classification in Colorado:

<https://financialaid.colostate.edu/residency/>

For additional information about meeting the residency requirements for in-state tuition go to:

<https://financialaid.colostate.edu/in-state-tuition-requirements/>

### **3. Health Insurance**

Good health care is essential to your academic success! The [Student Health Insurance Plan](#) (SHIP) is designed specifically for CSU students. It is a comprehensive PPO plan designed to comply with state and federal laws, save students time and money, and provide convenient access to quality medical care on and off campus. The system is designed to work in conjunction with the Student Fee-funded services provided at the [CSU Health Network](#) to ensure students have access to comprehensive high-quality care. This program provides benefits both within the CSU Health Network and when services are provided outside of the CSU Health Network. Colorado State University requires all domestic students taking six (6) or more resident instruction credits to carry health insurance as a way of protecting their education investment. You must meet the health insurance requirement your first semester at CSU and every fall semester thereafter. All enrolled students have full access to the services at CSU Health Network, regardless of their insurance plan.

#### **How to Fulfill the Health Insurance Requirement:**

##### **For Domestic Students:**

All domestic graduate students enrolled in six (6) or more resident instruction credits must take action in the CSU Student Health Insurance Waiver/Enrollment Portal by the deadline:

1. If you are considering an individual/family/employer/government plan to meet the health insurance requirement, we encourage you do to the following:
  - a. Ensure your plan meets CSU, state, and federal guidelines for health insurance coverage. More information [here](#).
  - b. Contact your insurance carrier in advance to see how your plan will cover visits to CSU Health Network. Use the following information:
    - ♣ CSU Health Network Tax ID#: 846000545
    - ♣ CSU Health Network NPI#: 1528156437
2. Go to the [CSU Student Health Insurance Waiver/Election Portal](#) to access the secure online health insurance waiver/election portal.
3. Login with your CSU student ID number, last name, and date of birth.
4. Choose one of the following two options to meet the requirement:

**WAIVE** the CSU Student Health Insurance Plan (SHIP) by providing proof of a comparable health insurance plan. Enter the requested information from your health insurance card (you

will also need the plan subscriber's date of birth) in the [secure online form](#). This process should take less than 5 minutes to complete. Your waiver application will be audited with your insurance carrier to ensure the coverage is active and meets CSU, state, and federal requirements. Your waiver application is not complete until you receive an approval notification via email

**OR**

**ENROLL** in the [CSU Student Health Insurance Plan \(SHIP\)](#) by indicating your interest in the [secure online form](#). Do not wait. To ensure you have access to your insurance benefits when plan coverage begins, you **MUST** enroll at least three weeks before the start of classes.

5. **IMPORTANT:** If you do not take action to **WAIVE** or **ENROLL** by the deadline, your student account will be charged for the cost of enrollment in the CSU Student Health Insurance Plan (SHIP). There will be no refunds or reversals after the deadline (see "Deadline" section above).

6. Students must meet the health insurance requirement their first semester on campus and every fall semester thereafter.

**For International Students:**

Colorado State University requires all international students enrolled at any level to carry health insurance as a way of protecting their educational investment. International students are automatically enrolled in the [CSU Student Health Insurance Plan \(SHIP\)](#). If you have other health insurance coverage, including a US-based employer plan or individual health insurance plan, visit the [International/INTO Student Waiver](#) page for more information on how to submit a waiver request.

**Coverage to spouses, domestic partners, and dependents of graduate students:**

CSU does not provide insurance coverage to spouses, domestic partners, and dependents of graduate students. This policy does not impact the current policy of the University that requires all international students, regardless of enrollment status, to demonstrate comprehensive health insurance coverage through either the University health insurance plan or a comparable plan. 18 If you have questions about the CSU health insurance or insurance options for dependents, please visit the CSU Health Network website or call the CSU Health Network at 970-491-7121.

## **4. Housing/Campus Life**

**On-Campus Housing:**

The University has on-campus options for both single and family housing. There are two sets of apartments for single graduate students: Lory Apartments and International House. Both offer one-bedroom and two-bedroom (shared with 54 roommates) apartments. There is no choice of roommate in the shared apartments, but odds are you will get to live with someone from another country, as these apartments are well-liked by international students.

Two and three-bedroom family housing is available at Aggie Village North and South, and University Village East and West. Information regarding both types of housing is available on the Housing and Dining Services website. <https://housing.colostate.edu/housing/>

Graduate students are not guaranteed an apartment, so you should file your application well in advance. These apartments are only rented to graduate students or non-traditional students, so the apartments are extremely quiet.

### **Off-Campus Housing:**

Finding a place to live in Fort Collins at the beginning of the semester can be difficult. Fort Collins has a fair amount of off-campus housing available; however, each fall brings a crowd of students, so try to make rental arrangements as early as possible. The influx usually begins at about mid-July and crescendos until classes begin. As with most college towns, you pay for the convenience of being close to the campus. But remember that the popular advertisement "close to campus" is less meaningful to math graduate students since the majority of apartments are west of the university, and the Weber Building is on the east side of campus.

Off-Campus Student Services, located in the Lory Student Center is an excellent resource to assist you in your search for off-campus housing: <http://www.ocssral.colostate.edu/>

Here are just a few free services that they offer:

- ♣ Assistance in finding a place to live off-campus
- ♣ Help in finding potential roommates
- ♣ Assistance in learning the stages of renting, pre- to post-tenancy
- ♣ Aid in understanding your rights and responsibilities as a tenant in Fort Collins
  - ♣ Information on selecting and developing healthy roommate relationships
  - ♣ Tips on being a good neighbor and building community
- ♣ Help with Budgeting
- ♣ Transportation information
- ♣ Ways to get involved on campus

The classified ads in either the Collegian (the CSU paper) or the Coloradoan (the local Fort Collins paper) are also a great resource for off-campus housing.

### **Parking:**

You will need to purchase a parking permit if you wish to park your car in the university parking lots on campus. Commuter students will need to purchase a Z-lot permit. Permits can be purchased at Parking Services, 201 Green Hall. Permits for one year will allow you to park in any lot designated as a Z-lot. As a graduate instructor, you may be able to purchase a

"restricted A-lot" parking permit for an additional cost. This permit will allow you to park in limited faculty lots on campus. Check with Parking Services (<http://www.parking.colostate.edu/>)

Bicycling provides a cheap, convenient way to get to campus. Numerous bike racks are located around campus and the Weber building. All bikes must be registered with the University Police Department. Be sure to familiarize yourself with the regulations for bicycling on campus (e.g., you must have lights on your bike for night or evening biking).

### **Public Transportation:**

Transfort and MAX are the bus systems in Fort Collins. Bus passes are free to all full-time students. The service has stops near several student living areas and drops students off in the center of campus at the new bus stop located at the student center. Information about routes is available at: <http://ridetransfort.com/>

## **5. Miscellaneous**

**Mailbox:** All graduate students will be issued a mailbox. They are located in Statistics 102 in the main office suite.

**Keys:** All graduate students will be issued keys to the main entrance of the Statistics building.

**Email:** Please consistently check your colostate.edu email address. This will serve as the main communication line between you + the department.

**FastPrint:** This is a printing service offered by CSU for all departments. Please use this resource for large quantities of quizzes, exams, etc. for your courses. Contact Marty Sweeney ([martin.sweeney@colostate.edu](mailto:martin.sweeney@colostate.edu)) for information on how to place your order.

## **Questions?**

Graduate Coordinator: Alex Peitsmeyer ([alex.peitsmeyer@colostate.edu](mailto:alex.peitsmeyer@colostate.edu))