

GRADUATE SCHOOL
OF ARTS AND SCIENCES
OF
BRYN MAWR
COLLEGE

**Additional Employment Guidelines for Graduate School of
Arts and Science Students during the Academic Year**

Graduate study at both the master's and the doctoral level, requires the student's full-time commitment to engage in coursework, research, and professional development. As a consequence, GSAS students receiving fellowships, teaching assistantships, or other forms of full-time financial support from Bryn Mawr College are expected to refrain from engaging in additional, regular employment. Should a GSAS student and that student's departmental advisor(s) believe that additional part-time employment is both relevant and necessary for the student's financial stability or professional development and also unlikely to impede timely progress toward the degree, the student may, on a case-by-case basis, be approved to engage in paid work on or off campus. Regularly enrolled GSAS students who receive full financial support from the College toward their degree program may seek approval to work up to an average of 10 additional hours per week during the school year (this may include teaching at most one course at another institution). Prior to making a commitment to additional part-time employment, the student, their departmental Director of Graduate Studies (DGS), and, if a student has already passed the preliminary examinations, their dissertation advisor(s) must discuss and agree upon any arrangements for outside work. Students are encouraged to communicate regularly with their DGS and advisor(s) throughout the period of their additional part-time employment. If the additional employment negatively impacts a student's performance or timely progress in academic and professional development, the student may be asked to terminate the additional work obligations.

International students with valid F-1 visa status are limited to a maximum of 17.5 hours of on-campus employment per week during the school year according to Bryn Mawr College regulations. International students may be eligible to seek authorization for temporary off-campus employment to engage in practical training directly related to their field(s) of study by gaining approval for Optional Practical Training (OPT) or Curricular Practical Training (CPT). In all cases, students must consult with the Principal Designated School Official (PDSO), file any required applications, and obtain permission prior to making any arrangements with outside employers. Furthermore, international students are expected to abide by the normal terms of the GSAS additional employment policy, that is, any employment should be discussed and mutually agreed upon with the student's advisor(s) and should average no more than 10 hours per week.