



TBP Recipient Checklist

Students must meet the following criteria prior to having TBP awards processed.

Step 1: Have you received and accepted a TBP agreement from your department?

Step 2: Has your agreement been approved by TGS?

Step 3: Have all past-due balances on your UNT student account been resolved?

Step 4: Is your GPA greater than or equal to 3.0? (continuing students)

Step 5: Are you enrolled in at least 9 grad hours or have an approved Reduced Course Load Request via one of the following?

- Course Load Exception (CLE) form
- Graduate Part-Time Enrollment Request form
- All-But-Dissertation (ABD) status with approved Qualifying Examination Results (QER)
- Enrolled in at least 3 hours of Dissertation (6950/6954) or Thesis (5950)

If you have an approved Reduced Course Load Request, please ensure that you are enrolled in the hours required for your award (Ex: a 6-hr TBP award of \$2870 requires at least 6 hrs of enrollment). See the [Reduced Course Load Request](#) page for further explanations.

Step 6: Have you checked your student account to ensure that your award has not already been posted? Students meeting all TBP Criteria will have their award posted by the [Registration Payment Deadline](#).