The Student
To raise a request for GRA, GTA, GA

Step 1. Click URL: https://gtapps.gatech.edu/gtgradworks

Step 2. Click “Submit New Hire Request”

Step 3. Input required fields and click “Submit”
Review Student Information & Add/Edit Fellowship

Step 1. Click URL: https://gtapps.gatech.edu/gtgradworks

Step 2. Click “Go to Student Information”
**Review Student Information & Add/Edit Fellowship**

**Step 1. Click URL:** https://gtapps.gatech.edu/gtgradworks

**Step 2. Click “Go to My Renewals”**

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### MY RENEWALS

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<thead>
<tr>
<th>Renewal Id</th>
<th>Type</th>
<th>Student Name</th>
<th>Work Dept</th>
<th>Name Dept</th>
<th>Projects</th>
<th>Term</th>
<th>Advisor Name</th>
<th>Status</th>
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<td>GFA</td>
<td>Truex, Krisan</td>
<td>CTHH (30)</td>
<td>BMME (125)</td>
<td>12015799/10580</td>
<td>Summer 2017</td>
<td>Buzz, Jean</td>
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