

## 2020-2021 Graduate Assistantship Guidelines

### Graduate Assistantships

- Must be registered for at least one credit hour during the semester corresponding to the dates of their appointment during the academic year (fall and/or spring semesters). **Registration in the summer is not required.**
- May not work more than a total of 19.6 (.49FTE) hours per week for all appointments (on or off campus) combined, during the academic year. Graduate assistantship appointments may be up to 40 hours per week in the summer.
- To be exempt from FICA and Medicare withholding, GA's must be enrolled for at least 4 or more credit hours in each academic semester, including summer.
- Departments must provide a written Letter of Offer to the student. Acceptance must also be in writing, and constitutes an agreement between the student and the department that both are expected to honor. **PAF's submitted to Payroll must be accompanied by an offer letter.**
- Students may be eligible for tuition remission of up to 12 hours per semester and basic individual student health insurance during the academic year. The University subsidizes (79%) part of the student health insurance premium for eligible graduate assistants.
  - Eligibility for assistantship benefits requires meeting ALL of the following criteria:
    - The appointment must be at least 120 continuous days within the semester dates.
    - The appointment must be at least .33 FTE, but not more than .49 FTE, which is a minimum of 13 hours but not more than 19.6 hours per week of work.
    - The stipend must be at least \$5,150 each semester or \$10,300 for the full academic year.
- Resignation or termination of the graduate assistantship, before completing 120 continuous days in the semester, will result in all tuition and health benefits being removed from the student account. The student will be responsible for the total tuition payment and health insurance benefits.
- Students may be eligible for tuition remission in the summer if they had a qualifying appointment and earned a minimum salary of \$13,155 to qualify for 6 hours or \$16,351 to qualify for 12 hours.
  - Qualifying appointments can be in the preceding academic year 2020-21.
  - *Appointments beginning in January 2021\** – students may qualify for a summer tuition waiver if the department can confirm a qualifying assistantship for fall 2021.
  - *Appointments beginning in summer 2021\** – students may qualify for a summer tuition waiver if the department can confirm a qualifying assistantship for the 2021-22 academic year.
    - \*SUMMER TUITION WAIVER FORM AND OFFER LETTER MUST BE SUBMITTED IN BOX**
  - Reduced summer tuition waivers may be available to graduate assistants who start in the summer and earn a minimum stipend in the corresponding summer session listed below:
    - Pre-session - \$1,006; 8-week session - \$2,226; 5-week session \$1,671

#### APPOINTMENT DATES

**Summer 2020 (1205):** May 18, 2020 – August 16, 2020

**Academic Year 2020-21:** August 17, 2020 – May 14, 2021

**Fall Semester 2020 (1208):**

TA's: August 17, 2020 – January 3, 2021

RA's: No later than September 1, 2020 – December 31, 2020

**Spring Semester 2021 (1211):**

TA's: January 4, 2021 – May 14, 2021

RA's: No later than February 1, 2021 – May 31, 2021