

2024-2025 Graduate Assistantship Guidelines

General Policies

- 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 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.
- To be exempt from FICA and Medicare withholding, GA's must be enrolled for at least 5 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.**
- 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.

Tuition Remission

- Graduate Assistants are eligible for up to 12 hours of resident & non-resident tuition per semester plus 79% of their individual student health insurance paid by the University if their appointment meets all of the requirements below:
 - 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 \$7,500 each semester or \$ 15,000 for the full academic year.
- Graduate Assistants are eligible for summer tuition if they meet one of the following:
 1. *For appointments from the preceding academic year:* Summer tuition is automatically waived if the assistantship for 2023-24 academic year meets the **Minimum Stipend Earned.**
 2. *For appointments beginning in spring:* Graduate assistants starting in spring 2024 may qualify for a summer tuition waiver if they have a qualifying appointment in the following fall 2024 and meet the **Minimum Stipend Earned.**
 3. *For appointments beginning in the summer:* Graduate assistants starting in the summer 2024 may qualify for a summer tuition waiver if they have a qualifying 2024-25 academic year appointment and meet the **Minimum Stipend Earned**

Minimum Stipend Earned	
2024-25	
	\$14,804 = 6 credit hours waived
	\$18,400 = 12 credit hours waived
2023-24	
	\$14,373 = 6 credit hours waived
	\$17,865 = 12 credit hours waived

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 below:

Summer Stipends	
2024-25	
	Pre-session - \$1,131
	8-week session - \$2,503
	5-week session - \$1,879
2023-24	
	Pre-session - \$1,099
	8-week session - \$2,431
	5-week session - \$1,825

Important Dates

Summer 2024 (1245): May 20, 2024 – August 16, 2024

Academic Year 2024-25: August 26, 2024 – May 17, 2025

Contract Dates Fall Semester 2024 (1248):

TA's: August 19, 2024 – January 3, 2025

RA's: No later than September 1, 2024 – January 3, 2025

Contract Dates Spring Pre-session (J-term) 2025:

TA's: January 2, 2025 – January 17, 2025

Contract Dates Spring Semester 2025 (1251)

TA's: January 13, 2025 – May 23, 2025

RA's: No later than February 1, 2025 – May 31, 2025