Graduate Student Hourly Employment

Chris Golde, Associate Vice Provost for Graduate Education
Hiring Graduate Students

- Assistantships (RA & TA)
- GFS stipend honorarium for short term help
  - Not for work that is on-going, supervised, with deliverables.
- Hourly
  - For everything that is not one of the above

Magellenic Penguin
Limits on Hourly Work: Academic Year

• **US citizens**
  – 28 hours per week, combining Assistantships and hourly
  – With full fellowship, limited to additional 8 hours or 25% assistantship (not both).

• **International students**
  – 20 hours per week, combining Assistantships and hourly
Limits on Hourly Work: Summer

• US citizens
  – 36 hours per week, combining Assistantships and hourly
  – With full fellowship, limited to additional 16 hours or 50% assistantship (not both)

• International students
  – Most subject to same rules as US citizens
  – Except, any graduate student who is required to enroll full time in summer quarter in order to maintain legal visa status, limited to 20 hours

*Molting young Gentoo Penguin*
Other Rules

- There is no suggested wage scale for hourly work
- Academic dep’t/program or funding source may always impose stricter limits
- During the breaks between quarters, students may be hired full time (including international students)

*Macaroni Penguin*
(named for feathers in its hat)
Good Practices

- When hiring a student enrolled in another department, check with other department.
- This is opportunity to advise students: more work may not be better.

Consider the student’s academic obligations, including course load, number of registered units, and other expectations.
New Resources

- Admin Guide 10.1.2 “Graduate Student Hourly Employment”
- Table of Maximum Hours permitted. Footnotes give enrollment limits
- Chart of Job Classification Codes (JCCs)

Adelie Penguin on the move
Questions?

Thank you to everyone who worked on codifying this policy.

Gentoo Penguins and Elephant Seals