

FIGURING PAY AMOUNTS AND FTE LEVELS

FIGURING THE PAY OF A GRADUATE ASSISTANT:

The pay for a Graduate Assistant is set in a two-fold manner. Standard pay is determined by the minimum stipend set by the Board of Regents. There no Maximum pay set by the Board of Regents. Send paperwork with the amount of pay and FTE the department wants to be processed. If there is a problem the Graduate School will call the contact person stated on PAF.

DETERMINING PAY: Use this formula to determine the pay of an Assistant.

$A/L=PR$

(Amount of contract/Length of contract = Pay Rate,)

Examples:

(A) $25200/2= \$12600.00 / (L) 12= (PR)\$1,050$ a month

(A) $46305/2= \$23152.50/ (L) 12= (PR)\$1,929.38$ a month

after determining the pay, please check it against the Approximate Amount Guide (see below).

FIGURING THE FTE LEVEL OF A GRADUATE ASSISTANT:

The FTE level for a Grad Assistant indicates the approximate number of hours worked in a month as well as determines the type of tuition waiver to be issued. For this reason, it is necessary to be as precise.

DETERMINING FTE: Use this formula to determine the FTE of an Assistant.

$H/40=FTE$

(Hours a week / 40 working hours in a week = FTE)

Examples:

(H) $20/40 = 50.00$ (50%) FTE

(H) $15/40 = 37.50$ (37.50%) FTE

(H) $10/40 = 25.00$ (25%) FTE

(H) $5/40 = 12.50$ (12.50%) FTE

Approximate Amount Guide:

Minimum \$1400.00 = 50% FTE (20 HOURS)

Minimum \$1050.00 = 37.50 FTE (15 HOURS)

Minimum \$ 700.00 = 25% FTE (10 HOURS)

Minimum \$ 350.00 = 12.50% FTE (5 HOURS) This option cannot be used alone or with the 50% FTE. Please call the Graduate School if questions of how use of the 12.50% FTE.