

POLICY ON GRADUATE ASSISTANTSHIPS

TO: Deans, Directors of Graduate Studies, and Department Chairs

FROM: Marsha Read, Associate Dean, Graduate School

SUBJECT: Assistantship Policies Fall 08- Spring 09

The university receives allocations from the legislature to support a certain number of graduate assistantships and the grant-in-aid and insurance that is provided as part of the assistantship. The monies reserved for both the assistantship itself and the grant-in-aid and the insurance are based on the number of full-time assistantships. However, because the needs vary from department to department, some departments split the assistantships. However, the monies for the grant-in-aid and insurance have not always been split accordingly. Consequently, the following are the institutional and student responsibilities on an assistantship that is 20-hour, 15-hour, and 10-hour. Please note these are the only increments for splitting an assistantship. No exceptions will be entertained.

For State Funded Assistantships

For a student on a 20-hour assistantship, the insurance and the grant-in-aid portion are paid for out of a central pool. If the assistantship is less than a 20-hour (15 or 10 hours per week), the student's out-of-pocket expenses for the insurance and the grant-in-aid provided by the assistantship would be:

	20-hour Assistantship	15-hour Assistantship	10-hour Assistantship
Student Stipend	\$1400	\$1050	\$700
Insurance covered by central pool	\$1650	\$1237.50	\$825
State pays per credit	\$137.42	\$115.82	\$77.21
Student pays for Insurance	0	\$412.50	\$825
Student pays per credit	\$47.58	\$86.18	\$124.79

For Grant Funded Assistantships

For a student on a 20-hour assistantship, the insurance and the grant-in-aid portions are to be paid from the grant. If the assistantship is less than a 20-hour (15 or 10 hours per week), the student's out-of-pocket expenses for the insurance and the grant-in-aid provided by the assistantship would be:

	20-hour Assistantship	15-hour Assistantship	10-hour Assistantship
Student Stipend	\$1400	\$1050	\$700
Dept pays for Insurance	\$1650	\$1237.50	\$825
Dept pays per credit	\$137.42	\$115.82	\$77.21
Student pays for Insurance	0	\$412.50	\$825
Student pays per credit	\$47.58	\$86.18	\$124.79

It will be important to provide the student with the above information in your assistantship offer letters. If you have any questions, please contact the Graduate School. **Insurance premiums reflect Aug to**

Aug coverage