

# 2009-2010 Assistantship Information

This information does not apply to Student Hourly

**DATES:** AY 8/30/09 to 5/22/10 for TA's and TO's: Full Year 8/30/09 to 5/22/10  
Fall 8/30/09 to 1/9/10  
Spring 1/10/10 to 5/22/10

All other appointments may run any # of weeks between 5/24/09 to 5/22/10

International students may work up to 40 hours per week during intersession, 12/13/09 to 1/16/10 and from June through August.

**PARTICIPATION AGREEMENT** – Must be submitted by student one time only

Print at : <http://amherst.cvip-umass.net/pdfs/student.pdf>

## CURRENT MINIMUM RATES

Funding Area	Effective as of 4/13/08 to present
Academic Affairs (all other AA departments except for the schools & colleges listed below)	\$19.10
• College of Humanities & Fine Arts	\$19.10
• College of Natural Sciences & Mathematics	\$19.82
• College of Social & Behavioral Sciences	\$19.10
• School of Education	\$19.10
• College of Engineering	\$19.41
• College of Natural Resources & the Environment	\$19.10
• Isenberg School of Management	\$19.38
• School of Nursing	\$19.10
• School of Public Health & Health Sciences	\$19.10
Student Affairs Executive Area	\$19.10
Administration & Finance Executive Area	\$19.10
Chancellor's Executive Area	\$19.10
University Advancement	\$19.10

## **TUITION and CURRICULUM FEE WAIVER:**

Fall 2009	\$3,629.50
Spring 2010	\$3,629.50
Fall and Spring	\$7,258.00
Summer 2009	\$2,674.00
Summer, Fall and Spring	\$9,932.50

Summer 09 –  
Earnings between **May 24, 2009 and August 29, 2009** that are in excess of \$2,674.00 will be applied towards calculating tuition and Curriculum Fee waivers for the AY.

Summer waivers are applied towards the per credit enrollment of thesis or dissertation. It does not waive Continuing Educations Registration Fees.

## **HEALTH BENEFITS:** (WORKING GRADUATE ASSISTANTSHIPS ONLY)

All qualified earnings between **May 24, 2009 and May 22, 2010** will be used to calculate Health Plan exemptions for the AY 09-10.

Health Plans run: Fall Plan Aug 1, to Jan. 31 Spring Plan Feb. 1, to July 31

See *Retroactive Waiver/Fee Reimbursement for Spring only earnings.*

- **\$3,629.00** 95% exemption of the Basic Health Plan for that semester, 90% exemption of the Family Plan for that semester and a 95% exemption for Fall and Spring Student Health Insurance Plan (SHIP.)
- **\$7,258.00** 95% exemption of the Basic Health Plan for Fall and Spring, 90% reduction of the Family Plan for Fall and Spring semester and a 95% exemption for Fall and Spring Student Health Insurance Plan (SHIP.)

Students who register for less than 5 credits or pay the Program Fee are not automatically enrolled for Health Insurance and must **contact UHS directly for enrollment information.**

## **VACATION AND OTHER TIME OFF** (pro rated if less or more than 1 FTE)

- **Vacation** = 1 day per month  
*Example:* For a 20 hour per week appointment, vacation time equals 4 hours per month. You can use the multiplier .0473 times the total number of hours to determine Vacation time. TAs and TOs must take vacation time during Winter break or Spring break unless agreement is reached with department head that an alternative schedule would be acceptable. RA's and other graduate student employees may take vacation at any time, provided they obtain prior written approval for the supervisor. Vacation leave cannot be carried over beyond the contract period in which is earned.
- **Additional Time** = 24 hrs. per semester for a FTE (fulltime) position or 17 hrs per 14-week summer session. For the academic year use the multiplier 0.63 times the total number of hours to determine Additional time during the semester. *Example:* For a 20 hr per week appointment, Additional Time equals: 20 hrs x 19 wk. X .063 = 24 hours/semester. For the summer session, use the multiplier .061 times the total number of hours to determine Additional Time during the summer. Example: 20 hr per week appointment during the summer, Additional Time equals: 20 hrs x 14 wk x .061 = 17 hours/summer. Reminder: Additional Time cannot be carried over beyond the academic summer session in which it is earned.

**Holidays:** TAs and TOs who normally work on a day when the University is closed due to a holiday shall not be required to work on that day and shall received pay for that day. However, when class days are switched (e.g. Monday is on a Wednesday) workdays will be switched as well. RAs and other graduate student employees who are required by his/her supervisor to work on a University holiday shall receive compensatory time off unless such requirement is part of the graduate student employee's job description. The following days are considered holidays:

New Year's Day	Washington's Birthday	Memorial Day	Labor Day
Columbus Day	Veteran's Day	Thanksgiving Day	Christmas Day
Martin Luther King Day	Patriot's Day	Independence Day	

## **CHARGES TO FUNDING ACCOUNT**

### **CURRICULUM FEE - FOR PROPOSALS SUBMITTED ON OR AFTER 7/1/08**

\$7,098.40. per FTE or **\$9.34 per hour** - capped at one FTE per appointment per grant or trust fund account and is applicable from the first Sunday in September through the last Saturday in May. *(Not subject to Indirect Cost Charges, and are not applicable to appointments on state, GOF and RTF accounts.)* **Example:** 20 hrs x 19 wk. = 380 hrs (FTE = .50) 380 x \$9.34 = \$3,549.20

For help calculating the Curriculum Fee and fringe cost go to <http://www.umass.edu/research/ogca/fact/hpfact2k.htm#geo> and choose Graduate Student Fringe and Curriculum Fee Calculator

### **FICA - 1.45% of total earnings**

Both EMPLOYER and EMPLOYEE pay 1.45% of total earnings when a student is working 40 hours per week, pays a Program Fee or enrolls from 1-5 credits without certification of half/full time status.

### **HEALTH CHARGE-BACK - Effective July 1, 2009**

\$3,268 per FTE or **\$4.30 per hour** **Example:** 20 hrs x 19 wk. = 380 hrs (FTE = .50) 380 hrs x \$4.30 = \$1,634.

### **HEALTH AND WELFARE FUND** (\$13.00 per week per FTE) or **\$ 0.65 per hour**