FHL ACADEMIC STUDENT EMPLOYEE (ASE) FUNDING

FUNDING TYPES

GRADUATE RAS AND TAS

Graduate student RAships may come from faculty budgets (supervised by the faculty member) or from donor-funded fellowships (supervised by either their graduate advisor or the FHL Director). Graduate students may also be funded as half-time (50%) teaching assistants (TA) for assisting in an academic course – these appointments are supervised by the course instructor and generally paid on an FHL budget.

Graduate RAs and TAs are Academic Student Employees (ASE) and are governed by an agreement between the UW and the United Auto Workers (UAW) outlined here: https://hr.uw.edu/labor/academic-and-student-unions/uaw-ase/ase-contract

UNDERGRADUATE RAS AND TAS

Undergraduate RAs assist in or support research done in FHL labs. Undergraduate TAs (aka Peer TAs) assist in or support teaching in FHL courses. Funding for these positions come from a variety of research grants and administrative sources. Undergraduate students must be enrolled in a minimum of 6 credits to be eligible to hold a position in a student job profile.

Undergraduate RAs and TAs are Academic Student Employees (ASE) and are governed by an agreement between the UW and the United Auto Workers (UAW) outlined here: https://hr.uw.edu/labor/academic-and-student-unions/uaw-ase/ase-contract
GRADUATE FUNDING SUPPORT

As of July 1, 2019, the standard RA, TA, and most FHL Fellowships* include:

- Stipend, paid bi-monthly (for duration of appointment) at ASE salary rates
- Waiver/payment of the Operating Fee (both resident and non-resident portions)
- Waiver/payment of the Building Fee, Tech Fee, and U-Pass Fee†
- Health insurance through the Graduate Appointee Insurance Program (GAIP)

*Students are personally responsible for paying any remaining fees

Graduate students employed by FHL are generally paid at the student’s home department rate.

ELIGIBILITY & ENROLLMENT

To be eligible to be funded in a graduate RA/TA ASE position (at any FTE percentage) or on a fellowship with tuition/fee benefits students must:

- Be making satisfactory academic progress
- Maintain satisfactory work performance (ASE appointments)
- Enroll in a minimum of ten credits in autumn, winter, and spring quarters and in exactly two credits during summer quarter (students who wish to enroll in more than 2 credits in Summer quarter must have faculty and academic adviser approval).

PAY PERIODS & PAY DAYS

All UW employees are paid twice per month. Pay dates are on the 10th and 25th of each month (or closest business day if these dates fall on a weekend or holiday) for work done in the previous pay period.

Each month is divided into two pay periods: the 1st through the 15th, and 16th through the end of the month. Salaried employees receive half their monthly salary for each pay period worked.

Quarterly ASE appointments are made by quarter as follows:

- Autumn: September 16 – December 15
  - First payday – Oct. 10; last payday – Dec. 25
- Winter: December 16 – March 15
  - First payday – Jan. 10; last payday – March 31
- Spring: March 16 – June 15
  - First payday – April 10; last payday – June 30
- Summer: June 16 – September 15
  - First payday – July 10; last payday – Sept. 25

NOTE: Dates of instruction typically don’t align with quarterly pay periods

ASE JOB TITLES & PAY RATES

Rates are current as of January 1, 2024 and will be updated as necessary. All graduate RA and TA salaries are 50% FTE unless specified in the appointment offer letter.
<table>
<thead>
<tr>
<th>JOB TITLE</th>
<th>PAY RATE</th>
<th>HOURS</th>
<th>DUTIES</th>
<th>QUALIFICATIONS</th>
<th>MIN. ENROLLMENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Undergrad Teaching Assistant (UTA)</td>
<td>$23.00/hour</td>
<td>Max. 19.5</td>
<td>Assist in teaching</td>
<td>Undergraduate Student</td>
<td>6 cr</td>
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<td></td>
<td></td>
<td>hours/wk*</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Undergrad Research Assistant (URA)</td>
<td>$23.00/hour</td>
<td>Max. 19.5</td>
<td>Assist in research</td>
<td>Undergraduate Student</td>
<td>6 cr OR granted “on-leave” status</td>
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<tr>
<td></td>
<td></td>
<td>hours/wk*</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Hourly graduate student with mentoring</td>
<td>$40.00/hour</td>
<td>Max. 20</td>
<td>Mentor undergrad students</td>
<td>Registered graduate student, any level</td>
<td>10 cr in Aut/Win/Spr; 2 cr in Sum</td>
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<tr>
<td>responsibilities</td>
<td></td>
<td>hours/wk</td>
<td></td>
<td></td>
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<tr>
<td>Teaching Assistant (TA)</td>
<td>Home dept. rate</td>
<td>Ave. 20 hours/wk, max 220 hours/qtr</td>
<td>Teaching</td>
<td>Premaster</td>
<td>10 cr in Aut/Win/Spr; 2 cr in Sum</td>
</tr>
<tr>
<td>Predoctoral Teaching Associate I (PDTA I)</td>
<td>Home dept. rate</td>
<td>Ave. 20 hours/wk, max 220 hours/qtr</td>
<td>Teaching</td>
<td>Postmaster or equivalent</td>
<td>10 cr in Aut/Win/Spr; 2 cr in Sum</td>
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<tr>
<td>Predoctoral Teaching Associate II (PDTA II)</td>
<td>Home dept. rate</td>
<td>Ave. 20 hours/wk, max 220 hours/qtr</td>
<td>Teaching</td>
<td>Candidate</td>
<td>10 cr in Aut/Win/Spr; 2 cr in Sum</td>
</tr>
<tr>
<td>Research Assistant (RA)</td>
<td>Home dept. rate</td>
<td>Ave. 20 hours/wk, max 220 hours/qtr</td>
<td>Research</td>
<td>Premaster</td>
<td>10 cr in Aut/Win/Spr; 2 cr in Sum</td>
</tr>
</tbody>
</table>

*Students 18 years of age and older are limited to working 19.5 hours per week when classes are in session, but may work more than 19.5 hours per week during school breaks or when “on leave”. †The GRSA Rate shall be calculated by multiplying the monthly salary for a %FTE Research Assistant by three and then dividing the product by 220.

### TAX WITHHOLDING INFORMATION

https://isc.uw.edu/your-pay-taxes/withholding/

### STUDENT EMPLOYEE RESOURCES & POLICIES

Current UW RA/TA Salary Schedule
https://grad.uw.edu/graduate-student-funding/funding-information-for-departments/administering-assistantships/ta-ra-salaries/

Graduate Tuition Dashboard: https://www.washington.edu/opb/tuition-fees/current-tuition-and-fees-dashboards/graduate-tuition-dashboard

Graduate Appointment Waivers: https://www.washington.edu/opb/tuition-fees/graduate-appointment-waivers/

UAW Academic Student Employee (ASE) Contract
https://hr.uw.edu/labor/academic-and-student-unions/uaw-ase/ase-contract

UW HR Student Employees https://hr.uw.edu/comp/student-employee