

2020 -2021

Assistantship Information

This information does not apply to Graduate Student Hourly

Dates:

TA's and TO's: **Fall** 8/23/20 to 1/2/21 (19 wks) **Spring** 1/3/21 to 5/15/21 (19 wks) **AY** 8/23/20 to 5/15/21 (38 wks)

All others: **Fall** 9/6/20 to 1/16/21 (19wks) **Spring** 1/17/21 to 5/29/21 (19 wks) **AY** 9/6/20 to 5/29/21 (38 wks)

Campus Minimum Hourly Rate: \$30.33 per hour

Minimum Earnings for Tuition Credit:

*Summer 20	\$4,246.20
Fall 20	\$5,762.70
Spring 21	\$5,762.70

Summer 20 appointments in excess of \$4,246.20 will be applied towards calculating Tuition Credit for the AY Fall 2020 and Spring 2021 semester.

*Note: Summer tuition credit is applied towards the per credit enrollment of thesis or dissertation.

Tuition Credit does not apply to CPE course enrollment or CPE Registration fees.

Health Benefits: (WORKING GRADUATE ASSISTANTSHIPS ONLY)

All qualified earnings between **May 24, 2020 and May 29, 2021** will be used to calculate eligibility for the GEO cost-reduction of health fees for the AY 20-21.

- **\$5,762.70** = 95% exemption of the Student Health Fee for that semester, 95% exemption of the Family Plan for that semester and a 95% exemption for both Fall and Spring Student Health Benefit Plan (SHBP). *When earnings occur in Spring 21 the Fall (SHBP) will be retroactive and a refund will be issued in April 2021.*
- **\$11,525.40** = 95% exemption of the Student Health Fee for Fall and Spring, 95% exemption of the Family Plan for Fall and Spring semester, and a 95% exemption for Fall and Spring Student Health Benefit Plan (SHBP). *When earnings occur in Spring 21 the Fall 20 benefit will be retroactive and a refund will be issued in April 2021.*

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

Students who register for less than 5 credits or pay the Continuous Enrollment Fee or want to enroll in the family plan are not automatically enrolled for Health Insurance. Students must enroll directly with UHS Patient Services on or before the end of Add/Drop period. Enrollment form can be found here:

http://www.umass.edu/uhs/sites/default/files/documents/forms/HealthPlanEnrollment_180-094_July2014.pdf

Dental and Vision Benefits (Administered by UAW/UMASS Health and Welfare Trust): Graduate student employees who earn at least \$5,762.70 in a GEO-eligible position are eligible to receive 12 months of dental and vision benefits. The dental and vision benefits plan year is 9/1 to 8/31 of each year. Electronic enrollment for plan year 2020-2021 starts on 8/15/20 and the online application is available at www.hwtrust.geouaw.org. This website includes a complete list of plan benefits, eligibility guidelines and enrollment procedures (there are five open enrollment periods). The first open enrollment deadline is 9/15/20. Contact the Health and Welfare Benefits Administrator for more information: uawdental@external.umass.edu.

Wellness and Childcare Benefits (Administered by UAW/UMASS Health and Welfare Trust): Eligible graduate student employees may be reimbursed for gym fees www.hwtrust.geouaw.org/#!/geo-wellness/cpmu and childcare costs www.hwtrust.geouaw.org/#!/geo-childcare/csdq. For more information contact the Health and Welfare Benefits Administrator: uawdental@external.umass.edu.

Vacation and Other Time Off: (pro rated if less or more than 1 FTE)

1.0 GEO FTE = 760 annual hours. Examples: 20 hours per week for 19 weeks=380 hours=.5 FTE; 20 hours per week for 38 weeks=760 hours=1.0 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 from the supervisor. Vacation leave cannot be carried over beyond the contract period in which is earned.

➤ **Additional Time (For religious observances, personal leave, illness)** = 24 hrs. per semester for a FTE (fulltime) position or 17 hrs per 14-week summer session. For the academic year use the multiplier .063 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.

➤ **Additional Time 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 year or 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 receive 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 their 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	

Budget information for funding departments:

Graduate Student Fee Calculator was replaced by the

Kuali Salary Guide: Use of the graduate student salary calculator is encouraged. for calculating estimated costs associated with funding graduate students.

<https://www.umass.edu/research/kuali-era-system>

https://www.umass.edu/research/sites/default/files/kuali_salary_guide_fy20.xlsx

Fact Sheet

The Fact Sheet contains institutional-related data and information for proposal preparation and budgeting.

<http://www.umass.edu/research/sites/default/files/documents/factsht2.pdf>