

Summer Session Graduate Assistants 5/8/2021 through 7/30/2021

- No additional graduate payment (4Dxxxx-GP position)
- No union dues deductions
- FICA deductions will be withheld if not taking 6 credits of classes
- AY graduate assistants not appointed to an assistantship in summer may be appointed to other position types during the summer break.
- Must meet the FLSA requirements if appointing to a professional position.

Graduate Assistantships

Use 4Dxxx-GT for teaching And 4Dxxx-01 for research	Payroll Dates	Grad Assistantship Dates (egaaf dates)	Grad Assistantship epaf dates
Summer 2021	5/8/21 to 7/30/21	May only 5/1/21 – 5/31/21	5/8/21 to 6/4/21 2 payments Overlaps with Spring21
		May and June 5/1/21 – 6/30/21	5/8/21 to 7/02/21 4 payments Overlaps with Spring21
		May through July 5/1/21 – 7/31/21	5/8/21 to 7/30/21 6 payments Overlaps with Spring21
		June only 6/1/21 – 6/30/21	6/5/21 to 7/2/21 2 payments
		June through July 6/1/21 – 7/31/21	6/5/21 to 7/30/21 4 payments
		July only 7/1/21 – 7/31/21	7/3/21 to 7/30/21 2 payments
		August - Please contact Grad School	TBD by payroll

Summer Session Graduate Assistants

EPAF

Summer Teaching Grad

- Position # = 4Dpool-GT
- Epaf approval category:
Summer Session Grad Teaching Asst
- Title
 - 6+ credits -“GTA-#hours”
 - 0-5 credits – “GSA-#hours”
- Reg Rate = bi-weekly rate
- Timesheet org - 4xxxxx
- Account code – 61126
- Will be deferred to next FY

Summer Research Grad

- Position # = 4Dpool-01
- Epaf approval category:
Summer Grad Research Assistant
- Title
 - 6+ credits – “GRA-# hours”
 - 0 credits – GSA- # hours
- Reg Rate = bi-weekly rate
- Timesheet org - 4xxxxx
- Account code – 61127

Graduate Assistantships

Using Jobs 4Dxxxx-00 4Dxxxx-GP	Payroll Dates	Grad Assistantship Dates (egaaf dates)	Grad Assistantship epaf dates
Fall 2021	7/31/21 to 12/17/21	Aug 1 – Dec 31, 2021	7/31/21 to 12/17/21 10 payments
SnowMester 2021 (4Dxxxx-WS)	12/18/21 to 1/14/22	Dec 20, 2021 to Jan 17, 2022	12/18/21 to 1/14/22 2 payments
Spring 2022	01/01/22 to 5/20/22	Jan 1, 2022 To May 31, 2022	1/1/22 to 5/20/22 10 payments

Student Workers Summer Session EPAF

- Continuing students from Spring semester or students taking summer session classes may work up to 40 hours a week in June & July (as working more may affect ACA eligibility).
- The employer share of Medicare and Social Security (FICA) and unemployment are charged to the department if not taking at least 6 credits total summer classes. The employee share of FICA will be deducted from the student's pay.
- Appointments may be between 5/8/2021 and 7/30/2021
 - If appointing for summer session only, students may be appointed through 8/27/2021

Hiring Dates for Students

Use position # 4Sxxxx-S1	Payroll Dates	Student epaf start dates	Student epaf end dates
Summer 2021	5/22/21 to 8/27/21	Actual start date	Actual end date if not rehiring OR Pay Period End Date
Fall 2021	8/28/21 to 12/31/21	Actual start date	Actual end date if not rehiring OR Pay Period End Date
Spring 2022	01/01/22 to 5/6/22	Actual Start Date	Actual end date if not rehiring OR Pay Period End Date