

Graduate Research Assistant Pay Policy

GA/GRA's must be enrolled in a minimum of 6 hours in the Fall and Spring plus 3 hours in the Summer. If a GA/GRA has not enrolled in the required minimum number of hours of any given semester they must be terminated through HR prior to the first day of that semester. If a student does not enroll in the required minimum number of hours for the summer they may be paid through June but cannot be hired again until the first day of Fall classes.

Anytime a GA/GRA goes on an academic Leave of Absence they must also be terminated as a GA/GRA in HR.

Once a GRA defends their dissertation they have no more than 60 days to turn in the final copy of their dissertation. The mentor may choose to pay the GRA after the defense, particularly if the student continues to work in the lab, until they turn in their final copy. If the final copy is submitted after the payroll system has been closed the GRA is paid through the end of that pay period.

Approved 1/27/2016