SAFS ACADEMIC STUDENT EMPLOYEE (ASE) FUNDING

FUNDING TYPES

Students in SAFS may be funded in a variety of ways, including internal and external funding sources. Information on this page pertains only to SAFS-funded support for Academic Student Employees (ASE) and graduate fellowships.

GRADUATE RAS AND TAS

The majority of SAFS graduate students are funded as half-time (50%) research assistants (RA), supervised by the student’s SAFS faculty adviser and paid from SAFS faculty research grants. On occasion, RAs are paid from non-SAFS faculty budgets – in these instances, the grad student’s SAFS faculty adviser will still be the RA supervisor. 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 paid on a SAFS 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

SAFS GRADUATE FELLOWSHIPS

SAFS Fellowships are typically merit-based awards that support graduate students in pursuing their academic degree programs. They generally do not require work effort* as one might find in an RA or TA appointment. Most SAFS Fellowships are awarded during the admission/recruiting process (all applicants are automatically considered) however continuing students may also apply for limited additional fellowship/scholarship funding.

Because fellowships are normally merit-based awards that are not in payment for any work-based service, funding levels and benefits may vary (depending on department and source of funds). They are not covered by a union contract in the same way that RAs or TAs are covered by the UAW/UW Academic Student Employee contract.

While the UW does not require fellowship awards to provide coverage of tuition and fees, SAFS general policy* is to administer Fellowship awards at the same rates and benefits as the standard SAFS RA or TA appointment.

Students supported on a SAFS Fellowship must meet the same eligibility as students supported on a RA or TA award.

*Exceptions may apply

UNDERGRADUATE RAS AND TAS

Undergraduate RAs assist in or support research done in SAFS labs. Undergraduate TAs (aka Peer TAs) assist in or support teaching in SAFS 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

REV: 20 December 2023
As of July 1, 2019, the standard RA, TA, and most SAFS 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)

*SAFS Fellowship funding levels vary – some fellowships may not qualify for fee waivers or GAIP coverage. Refer to admission offer letter for details on funding and benefit eligibility.

†Students are personally responsible for paying any remaining fees

Beginning Summer 2022, any non-SAFS graduate student being supported on a SAFS grant or endowment as an RA, Fellow, or Graduate Summer Hourly employee will be paid at the SAFS rate or the student’s home department rate, whichever is the higher rate.

ELIGIBILITY & ENROLLMENT

To be eligible to be funded in a graduate RA/TA/SA 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

SAFS 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>Reader/Grader</td>
<td>Graduate: $25/hour Undergraduate: $19.97/hour</td>
<td>Max. 19.5 hours/wk*</td>
<td>Non-teaching/research academic assistance</td>
<td>Undergraduate or Graduate Student</td>
<td>Graduate – min. 4cr Undergrad – min. 6cr OR granted “on-leave” status</td>
</tr>
<tr>
<td>Undergrad Teaching Assistant (UTA)</td>
<td>$19.97/hour</td>
<td>Max. 19.5 hours/wk*</td>
<td>Assist in teaching</td>
<td>Undergraduate Student</td>
<td>6 cr, 5 of which must be in FISH 489</td>
</tr>
<tr>
<td>Undergrad Research Assistant (URA)</td>
<td>$19.97/hour</td>
<td>Max. 19.5 hours/wk*</td>
<td>Assist in research</td>
<td>Undergraduate Student</td>
<td>6 cr OR granted “on-leave” status</td>
</tr>
<tr>
<td>Teaching Assistant (TA)</td>
<td>$3,008/month</td>
<td>Ave. 20 hours/wk, max 220 hours/qtr</td>
<td>Teaching</td>
<td>Premaster</td>
<td>10cr in Aut/Win/Spr; 2cr in Sum</td>
</tr>
<tr>
<td>Predoctoral Teaching Associate I (PDTA I)</td>
<td>$3,008/month</td>
<td>Ave. 20 hours/wk, max 220 hours/qtr</td>
<td>Teaching</td>
<td>Postmaster or equivalent</td>
<td>10cr in Aut/Win/Spr; 2cr in Sum</td>
</tr>
<tr>
<td>Predoctoral Teaching Associate II (PDTA II)</td>
<td>$3,225/month</td>
<td>Ave. 20 hours/wk, max 220 hours/qtr</td>
<td>Teaching</td>
<td>Candidate</td>
<td>10cr in Aut/Win/Spr; 2cr in Sum</td>
</tr>
<tr>
<td>Predoctoral Instructor</td>
<td>$3,225/month (PDTA II minimum)</td>
<td>Ave. 20 hours/wk, max 220 hours/qtr</td>
<td>Teaching own class</td>
<td>Premasters, postmaster or Candidate</td>
<td>10cr in Aut/Win/Spr; 2cr in Sum</td>
</tr>
<tr>
<td>Research Assistant (RA)</td>
<td>$3,008/month</td>
<td>Ave. 20 hours/wk, max 220 hours/qtr</td>
<td>Research</td>
<td>Premaster</td>
<td>10cr in Aut/Win/Spr; 2cr in Sum</td>
</tr>
<tr>
<td>Predoctoral Research Associate I (PDRA I)</td>
<td>$3,008/month</td>
<td>Ave. 20 hours/wk, max 220 hours/qtr</td>
<td>Research</td>
<td>Postmaster or equivalent</td>
<td>10cr in Aut/Win/Spr; 2cr in Sum</td>
</tr>
<tr>
<td>Predoctoral Research Associate II (PDRA II)</td>
<td>$3,225/month</td>
<td>Ave. 20 hours/wk, max 220 hours/qtr</td>
<td>Research</td>
<td>Candidate</td>
<td>10cr in Aut/Win/Spr; 2cr in Sum</td>
</tr>
<tr>
<td>Summer Only-Graduate Research Student Assistant</td>
<td></td>
<td>Varies, max 40 hours/wk</td>
<td>Research</td>
<td>Graduate</td>
<td>Enrollment not required – GRSAs should NOT register for credits in Summer quarter</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-employees/