

# SAFS ACADEMIC STUDENT EMPLOYEE (ASE) FUNDING

## FUNDING TYPES

Students in the School of Aquatic and Fishery Sciences (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*

### GRADUATE FELLOWSHIP FUNDING FROM SOURCES OUTSIDE OF SAFS

Graduate students who are supported by external fellowship funding sources should contact the funding source for an award letter or funding agreement that clearly states the duration, amount of, and conditions of funding and associated benefits and how to access the funds. While the UW does not require external funding/awards to provide coverage of tuition and fees, SAFS' general goal is for all SAFS graduate students with fellowship funding to be supported at the same rates and benefits as the standard SAFS RA or TA appointment.

### SAFS SUPPLEMENTAL FUNDING

SAFS will contribute supplemental stipend funding to any SAFS graduate student who secures fellowship funding with support at a level that is less than the current posted SAFS ASE rates, with total compensation not to exceed the SAFS ASE salary rate. The maximum SAFS supplement will be calculated as the difference between the NSF GRFP fellowship stipend and the SAFS ASE salary rate, minus the cost of out-of-pocket student fees that are not covered by the ASE union contract, or (SAFS ASE Rate - OOP student fees - NSF GRFP Stipend = Supplement). SAFS supplemental funding is not provided to students who are employed by a non-UW entity (see below).

### EMPLOYER (AGENCY) FUNDING

Compensation for students whose education is funded by a non-UW employer should be roughly equivalent to the funding to SAFS ASE students and should not pose a financial hardship to the student-employee. Funding should include a salary, health benefits, and

coverage for the cost of tuition. SAFS understands that some non-UW employers may not have the ability to adjust salary on an annual basis to match ASE union negotiated rates, and therefore SAFS does not expect non-UW employers to adjust student compensation accordingly.

## 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>

## GRADUATE FUNDING SUPPORT

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†: <https://facstaff.grad.uw.edu/advising-resources/funding-management/administering-assistantships/ta-ra-salaries/>
- 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.*

*†SAFS recognizes that [required student fees](#) have posed a financial burden on our graduate students in the past, and has therefore elected to provide a higher salary/stipend rate that includes the cost of required fees not covered by the ASE contract. The SAFS base salary/stipend rate is calculated using the UW minimum base rate plus the amount of the S&A Fee and Facilities Renovation Fee. Graduate Students will still be personally responsible for paying these fees (and any additional fees they may individually incur) by quarterly deadlines, in order to avoid late payment charges or holds on their student account.*

## SUPPORT FOR NON-SAFS GRADUATES

Beginning Summer 2022, any non-SAFS graduate student being supported by a member of the SAFS faculty on a SAFS grant or endowment as an RA or Graduate Summer Hourly employee will be paid at the SAFS ASE rate or the student's home department rate, whichever is the higher rate. Exceptions may apply.

This excludes non-SAFS TA funding, per UW Grad School policy: "An academic student employee (ASE) employed as a TA is paid at the salary rate applicable to the department in which they are serving as a TA."

## 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 10<sup>th</sup> and 25<sup>th</sup> of each month (or closest business day if these dates fall on a weekend or holiday) for work done in the previous pay period. More information:

<https://employeehelp.workday.uw.edu/your-pay-taxes/paydays/>

Each month is divided into two pay periods: the 1<sup>st</sup> through the 15<sup>th</sup>, and 16<sup>th</sup> 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
  - o First payday – Oct. 10; last payday – Dec. 25
- Winter: December 16 – March 15
  - o First payday – Jan. 10; last payday – March 31
- Spring: March 16 – June 15
  - o First payday – April 10; last payday – June 30
- Summer: June 16 – September 15
  - o First payday – July 10; last payday – Sept. 25
- *NOTE: Dates of instruction typically don't align with quarterly pay periods*

## SAFS ASE JOB TITLES & CURRENT YEAR PAY RATES

Rates are current as of July 1, 2024 and will be updated as necessary. All graduate RA and TA salaries are 50% FTE unless specified in the appointment offer letter.

JOB TITLE	PAY RATE	HOURS	DUTIES	QUALIFICATIONS	MIN. ENROLLMENT
Reader/Grader	Graduate: \$25/hour Undergraduate: \$21.57/hour	Max. 19.5 hours/wk*	Non-teaching/research academic assistance	Undergraduate or Graduate Student	Graduate – min. 4cr Undergrad – min. 6cr OR granted “on-leave” status
Undergrad Teaching Assistant (UTA)	\$21.57/hour	Max. 19.5 hours/wk*	Assist in teaching	Undergraduate Student	6 cr, 5 of which must be in FISH 489
Undergrad Research Assistant (URA)	\$21.57/hour	Max. 19.5 hours/wk*	Assist in research	Undergraduate Student	6 cr OR granted “on-leave” status
Teaching Assistant (TA)	\$3,213/month	Ave. 20 hours/wk, max 220 hours/qtr	Teaching	Premaster	10cr in Aut/Winter/Spring; 2cr in Summer
Predoctoral Teaching Associate I (PDTA I)	\$3,213/month	Ave. 20 hours/wk, max 220 hours/qtr	Teaching	Postmaster or equivalent	10cr in Aut/Winter/Spring; 2cr in Summer
Predoctoral Teaching Associate II (PDTA II)	\$3,354/month	Ave. 20 hours/wk, max 220 hours/qtr	Teaching	Candidate	10cr in Aut/Winter/Spring; 2cr in Summer
Predoctoral Instructor	\$3,354/month (PDTA II minimum)	Ave. 20 hours/wk, max 220 hours/qtr	Teaching own class	Graduate student	10cr in Aut/Winter/Spring; 2cr in Summer
Research Assistant (RA)	\$3,213/month	Ave. 20 hours/wk, max 220 hours/qtr	Research	Premaster	10cr in Aut/Winter/Spring; 2cr in Summer
Predoctoral Research Associate I (PDRA I)	\$3,213/month	Ave. 20 hours/wk, max 220 hours/qtr	Research	Postmaster or equivalent	10cr in Aut/Winter/Spring; 2cr in Summer
Predoctoral Research Associate II (PDRA II)	\$3,354/month	Ave. 20 hours/wk, max 220 hours/qtr	Research	Candidate	10cr in Aut/Winter/Spring; 2cr in Summer
<b>Summer Only-</b> Graduate Research Student Assistant	Premaster: \$43.81/hour† Intermediate: \$43.81/hour† Candidate: \$45.74/hour†	Varies, max 40 hours/wk	Research	Graduate	Enrollment not required – GRAs should <b>NOT</b> register for credits in Summer quarter

\*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/>

Employee Workday Help

<https://employeehelp.workday.uw.edu/>