

Graduate Assistant Position Requirements/Benefits



Responsible Unit	Graduate Assistant Non Teaching (GANT)	Graduate Assistant Research (GAR)	Graduate Assistant Teaching (GAT)*	Graduate Assistant Lecturer (GAL)*
Department	<p>GANT: Graduate students whose work involves non-instructional assignments. GANT responsibilities vary greatly and may include, but are not limited to the following non-teaching duties:</p> <ul style="list-style-type: none"> • Preparation of materials for instructional or service units, • Performance of varied duties in non- academic units, • Assisting with administrative duties in a variety of settings, and • Conducting activities that do not generally fit within GAT or GAR job responsibilities, • Assisting with grading that involves NO STUDENT INTERACTION 	<p>GAR: Graduate students whose work involves assisting with academic research. GARs are not independent researchers. They assist a research supervisor or principal investigator (PI) with their research. GAR responsibilities are defined by and may include, but are not limited to:</p> <ul style="list-style-type: none"> • Conducting literature, library, laboratory or other forms of reviews or research, • Collecting, coding, cleaning or analyzing data • Preparing materials for submission to funding agencies and foundations, • Preparing materials for IRB, IACUC, or IBC review, and • Designing, generating, or writing reports, presentations and publications. 	<p>GAT: Graduate students whose work involves an instructional assignment. GAT responsibilities vary greatly and may include, but are not limited to the following teaching duties:</p> <ul style="list-style-type: none"> • Teaching a section or laboratory section of a course, • Assisting a faculty instructor in teaching students in recitation or discussion sessions, • Tutoring individuals or small groups of students, • Holding office hours and meeting with students, and • Assisting with grading or student assessment involving student interaction. 	<p>GAL: Doctoral graduate students whose credentials allow them to serve as instructors of undergraduate courses. GALs are typically in the final years of their graduate program and report to the department head or the supervisor of instructors. GAL responsibilities may include, but are not limited to:</p> <ul style="list-style-type: none"> • Full classroom instruction of course, • Generating, proctoring and evaluating assignments and examinations, • Student performance evaluation and assignment of grades, • Office hours and student consultation, and • All other duties associated with instruction as assigned by the supervisor.
Office of Graduate and Professional Studies	<p>Eligible for Out of State Tuition Waiver if criteria are met as outlined at: http://ogaps.tamu.edu/New-Current-Students/Tuition-Waivers-and-Payments Full-time registration required (Fall & Spring 9 hours) (Summer 3 hours in the 1st & 2nd each session or 6 hours over the 10 week)</p> <p>English Language Proficiency (ELP) certification not required for international students.</p>	<p>Eligible for Out of State Tuition Waiver if criteria are met as outlined at: http://ogaps.tamu.edu/New-Current-Students/Tuition-Waivers-and-Payments Full-time registration required (Fall & Spring 9 hours) (Summer 3 hours in the 1st & 2nd each session or 6 hours over the 10 week)</p> <p>English Language Proficiency (ELP) certification not required for international students.</p>	<p>Eligible for Out of State Tuition Waiver if criteria are met as outlined at: http://ogaps.tamu.edu/New-Current-Students/Tuition-Waivers-and-Payments Full-time registration required (Fall & Spring 9 hours) (Summer 3 hours in the 1st & 2nd each session or 6 hours over the 10 week)</p> <p>Mandatory TA Training (TATEP) <u>To become eligible to teach in positions such as Graduate Assistant-Teaching, Instructor, Lecturer, etc., the State of Texas requires that international graduate students attain English proficiency certification.</u> http://ogaps.tamu.edu/New-Current-Students</p>	<p>Eligible for Out of State Tuition Waiver if criteria are met as outlined at: http://ogaps.tamu.edu/New-Current-Students/Tuition-Waivers-and-Payments Registration for atleast 1 hour required; Student rule 1.8 and 1.8.1</p> <p>Must have full course responsibility <u>To become eligible to teach in positions such as Graduate Assistant-Teaching, Instructor, Lecturer, etc., the State of Texas requires that international graduate students attain English proficiency certification.</u> http://ogaps.tamu.edu/New-Current-Students</p>
Student Financial Aid				<p>While students assigned to GAL positions who are enrolled in less than nine semester hours during a fall or spring semester, or six hours in a summer semester will be certified as full-time for TAMU purposes, these students are not considered fulltime to meet federal regulations. Federal regulations determine eligibility for financial aid recipients. Policies and procedures within the Scholarships & Financial Aid Office address enrollment definitions for financial aid purposes.</p>
Human Resources	<p>Non-exempt from FLSA regulations - mandatory compensatory time and overtime Nonexempt positions must be paid for all hours worked, must receive overtime pay or compensatory time, at time and a half, for hours worked over 40 in a workweek, and must complete timesheets to record actual hours worked to be in compliance with the new federal regulations.</p> <p>Paid Hourly Job descriptions on file with department Timesheets required Salary paid at 50% FTE. Eligible for benefits if employed at least 50% effort. Can work no more than 20 hours per week; 9 additional hours with permission unless international student. Title code - 9003 Budgeted Bi-weekly</p>	<p>Exempt from FLSA regulations Chapter 10 of the U.S Department of Labor's Field Operation's Handbook provides some guidance on this subject. In Section 10b18, the manual states the following: "research in the course of obtaining advanced degrees and the research is performed under the supervision of a member of the faculty in a research environment..." Monthly rate of pay - FTE/12 month Job descriptions on file with department No Timesheets required Salary paid at 50% FTE. Eligible for benefits if employed at least 50% effort. Can work no more than 20 hours per week; 9 additional hours with permission unless international student. Title Code -9004 Budgeted Monthly</p>	<p>Exempt from FLSA regulations FLSA regulations address "teachers" in §541.303 as "any employee with a primary duty of teaching, tutoring, instructing or lecturing in the activity of imparting knowledge and who is employed and engaged in this activity as a teacher in an educational establishment by which the employee is employed." Monthly rate of pay - FTE/12 month Job descriptions on file with department No timesheets required Salary paid at 50% FTE. Eligible for benefits if employed at least 50% effort. Can work no more than 20 hours per week; 9 additional hours with permission unless international student. Title code -9009 Budgeted Monthly</p>	<p>Exempt from FLSA regulations FLSA regulations address "teachers" in §541.303 as "any employee with a primary duty of teaching, tutoring, instructing or lecturing in the activity of imparting knowledge and who is employed and engaged in this activity as a teacher in an educational establishment by which the employee is employed." Monthly rate of pay -FTE/12 month Job descriptions on file with department No timesheets required Salary paid at 50% FTE. Eligible for benefits if employed at least 50% effort. Can work no more than 20 hours per week; 9 additional hours with permission unless international student. Title Code -9015 Budgeted Monthly</p>
International Student Services	<p>All international students entering the U.S. on a F-1 or J-1 student visa are required to be covered under the Texas A&M University System Student Health Insurance Plan (SSHIP) or have equivalent insurance coverage as described below. This includes persons who are attending intensive English language programs. For the purpose of student health insurance, a student who leaves the U.S. and maintains immigration status with an intent to return to the U.S. is considered to be a student who has entered the U.S. and must be covered by SSHIP. The plan is automatically charged to F-1 and J-1 international student's tuition and fee statement. International Student Employment Information see http://iss.tamu.edu/Departments/Employment-Information International students are not allowed to work beyond whatever percent of effort their assistantship is for the fall and spring semesters, in accordance with immigration rules.</p>	<p>All international students entering the U.S. on a F-1 or J-1 student visa are required to be covered under the Texas A&M University System Student Health Insurance Plan (SSHIP) or have equivalent insurance coverage as described below. This includes persons who are attending intensive English language programs. For the purpose of student health insurance, a student who leaves the U.S. and maintains immigration status with an intent to return to the U.S. is considered to be a student who has entered the U.S. and must be covered by SSHIP. The plan is automatically charged to F-1 and J-1 international student's tuition and fee statement. International Student Employment Information see http://iss.tamu.edu/Departments/Employment-Information International students are not allowed to work beyond whatever percent of effort their assistantship is for the fall and spring semesters, in accordance with immigration rules.</p>	<p>All international students entering the U.S. on a F-1 or J-1 student visa are required to be covered under the Texas A&M University System Student Health Insurance Plan (SSHIP) or have equivalent insurance coverage as described below. This includes persons who are attending intensive English language programs. For the purpose of student health insurance, a student who leaves the U.S. and maintains immigration status with an intent to return to the U.S. is considered to be a student who has entered the U.S. and must be covered by SSHIP. The plan is automatically charged to F-1 and J-1 international student's tuition and fee statement. International Student Employment Information see http://iss.tamu.edu/Departments/Employment-Information International students cannot work as GAT unless they have been English Language Certified, and they cannot work past their date of graduation. International students are not allowed to work beyond whatever percent of effort their assistantship is for the fall and spring semesters, in accordance with immigration rules.</p>	<p>All international students entering the U.S. on a F-1 or J-1 student visa are required to be covered under the Texas A&M University System Student Health Insurance Plan (SSHIP) or have equivalent insurance coverage as described below. This includes persons who are attending intensive English language programs. For the purpose of student health insurance, a student who leaves the U.S. and maintains immigration status with an intent to return to the U.S. is considered to be a student who has entered the U.S. and must be covered by SSHIP. The plan is automatically charged to F-1 and J-1 international student's tuition and fee statement. International Student Employment Information see http://iss.tamu.edu/Departments/Employment-Information International students cannot work as GAT unless they have been English Language Certified, and they cannot work past their date of graduation. International students are not allowed to work beyond whatever percent of effort their assistantship is for the fall and spring semesters, in accordance with immigration rules.</p>
Tuition	<p>Most Doctoral and some Masters students may be eligible for instate tuition payments depending on source of funding.</p>	<p>Most Doctoral and some Masters students may be eligible for instate tuition payments depending on source of funding. Advisors and/or Principal Investigator have information on eligibility.</p>	<p>Most Doctoral and some Masters students may be eligible for instate tuition payments depending on source of funding.</p>	<p>Most Doctoral and some Masters students may be eligible for instate tuition payments depending on source of funding.</p>

***NOTE: International Students employed at ANY percentage of graduate student title code GAT or GAL requires English Language Proficiency Certification.**