

Teaching Assistant-Standard
Teaching Assistant-Senior

- This title is appropriate for graduate students enrolled in a UW System institution who have been assigned teaching responsibilities in an instructional department under the supervision of an academic staff or faculty member. (The selection of the appropriate suffix and title code should be made according to terms of the current collective bargaining agreement between the State and the Teaching Assistants Association.)
- Payments made to teaching assistants are fully taxable as wages, and taxes will be withheld from monthly paychecks.

Teaching Assistant—Standard

Appointment Type: SA (Student Assistant)

Title Code: Y32NN

EMPL Class: SA3

Teaching Assistant—Senior

Appointment Type: SA (Student Assistant)

EMPL Class: SA3

Title Code: Y33ND

Account Code:

1222 (C-basis)

1223 (C-basis-Summer)

Continuity: 02B—(termination date required)

End Appt Reason: 06—Fixed

Terminal

- If taught more than 1 2/3 semesters and completed all course-work and departmental requirements for candidacy for a PhD, then they should be a Teaching Assistant-Senior.
- Semesters of experience must be sequential, not concurrent. Must be greater than or equal to 25%.
- Generally, new appointment each semester. Can extend appointment for second semester if same course and professor.
- Can be appointed for fall or spring, or both fall and spring semesters.
- Cannot be appointed on same appointment for spring semester and following fall semester—This would be two separate appointments.
- Academic Year Pay:
Appt up to 75%
- Summer Pay:
Appt up to 100%
- School Year--Full-time enrollment:
 - 2 credits (300 level and above)—GS minimum, each department may have their own requirements.
- Summer--Full-time enrollment:
 - Not required to register for credit during summer.
- Tuition Remissions—Eligible if standards for appt percent, duration and credits are met.
- Insurance Eligibility-Yes
- I-9 Required—Yes
- Retirement—Not eligible
- CBC Required—Yes
- Approval needed:
 - None
- Documentation required with JEMS hire:
 - None