

# Graduate Assistant Summer Compensation



# Overview

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1 Allowance Plan vs. Continuation of Salary

2 Summer Allowance Plans

3 Continuation of Salary

LSU



# Graduate Assistant Summer Appointments

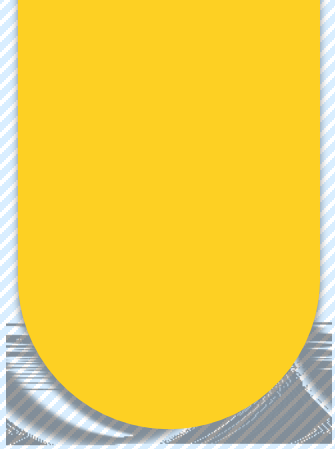
The following table is provided as a guide for appointing Graduate Assistants during the summer semester. Graduate Assistants must be currently enrolled in graduate school at the time of appointment.

Continuing Only GA		9 Month GA (August-May) & Fall only + Spr	
Both the preceding fall and spring semesters		Graduate student who had an assistantship and was a full-time graduate student in both the preceding fall and spring semesters	
GA Enrolled full-time & not working	Yes	GA Enrolled full-time & not working	Yes
GA Enrolled full-time & working	Yes	GA Enrolled full-time & working	Yes
GA Enrolled part-time & not working	No	GA Enrolled part-time & not working	No
GA Enrolled part-time & working	No	GA Enrolled part-time & working	No
GA Not Enrolled & working	N/A	GA Not Enrolled & working	N/A
<b>Fall Only or Spring Only</b>			
Workday Classification		Status during the Summer	
No	No	None	GA Enrolled part-time & not working
Yes	Yes	GA Student A. allowance or GA instructional A. allowance	GA Enrolled part-time & working
Yes	Yes	Continue GA Appointment for Summer	GA Enrolled full-time & working
<b>Summer Only</b>			
Summer Non-resident Exemption	Paid	Workday Classification	Status during the Summer
No	No	None	Enrolled part-time & not working
No	Yes	Day as a student worker	Enrolled part-time
No	No	None	Enrolled full-time & not working
Yes	Yes	GA Appointment beginning in Summer	Enrolled full-time & working
N/A	N/A	Day as a student worker	**Not Enrolled & working

\*\*Applies to two types of students:

1. Student graduated in May as an undergraduate and is currently enrolled full time in the spring semester and will be full time in the fall semester as well.
2. Continuing graduate student who were enrolled full time in the fall semester and will be full time in the fall semester as well.

Graduate Students who graduate and do not have plans to continue to another program at LSU and graduate students who are degree only are not eligible to be employed as a Graduate Assistant or Student Worker.



# Allowance Plan vs. Cont Salary

# Allowance Plan vs. Continuation of Salary

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When should a 6 X P Allowance Plan E H X V H G?

If a Graduate Assistant is teaching or if they are performing non-teaching duties during the summer, and they **DO NOT** qualify to remain a Graduate Assistant per the Graduate School Policy.

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V O L G H I R U I X U W K H U G H W D L O V*

5 H T X H V W & R P S H Q V D W L R Q & K D Q J H  
\$ G M X V W P H Q W ! \$ G G 5 H P R Y H \$ O O R Z D Q F H 3 O D Q





# Summer Allowance Plans

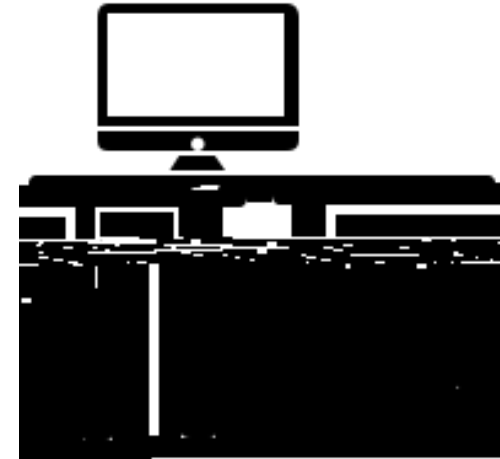
# Summer Allowance Plans

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Instructional Allowance

vs.



Student Allowance

**Both plans are considered taxable income.**



# Summer Allowance Plans

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## Instructional Allowance

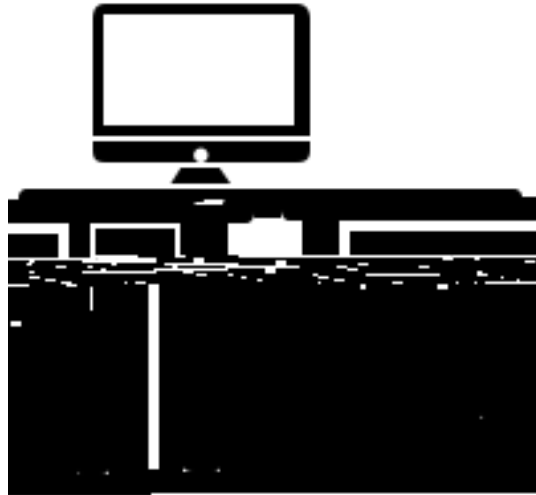


- Teaching during the summer
- Does not qualify to remain a GA per Grad School policy (not enrolled FT)
- Job profile should reflect appropriate Teaching Assistant profile

# Summer Allowance Plans

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## Student Allowance



- Non-teaching duties during the summer
- Does not qualify to remain a GA per Grad School policy (not enrolled FT)







# Summer Allowance Plans

Request  
Compensation  
Change



Add/Remove  
Allowance Plan

The screenshot shows a mobile application interface for managing allowance plans. At the top, the title "Allowance" is displayed. Below it, there is a "Compensation Plan" dropdown menu with "Product Assistant Incentive" selected. To the right of the dropdown are two icons: a back arrow and a checkmark. Below the dropdown, there is a section for "Allowance" with a red header bar. Underneath, there is a green box labeled "Amount" with a star icon. Below that, there is a section for "Currency" with a star icon, showing "USD" selected. Below the currency section, there is a pink box labeled "Frequency" with a star icon, showing "Monthly" selected. The bottom of the screen shows a navigation bar with a green checkmark icon and the text "ADD PLAN".

# Summer Allowance Plans

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Example:



A Graduate Assistant is teaching from 8/1/20 until 12/1/20 and is not eligible to remain a Graduate Assistant during the summer.

If the Graduate Assistant is earning **\$2,500** for teaching the course, how much will he earn **per month**?

# Summer Allowance Plans

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Example:

$$\frac{\$2,500}{\text{pay periods (0 D \ X Q H - X O \)}} = \$ \underline{\quad} \text{ per month}$$

A Graduate Assistant is teaching from / /2 until /2 and is not eligible to remain a Graduate Assistant during the summer.

If the Graduate Assistant is earning \$2,500 for teaching the course, how much will be earned per month?





# Continuation of Salary

# Continuation of Salary

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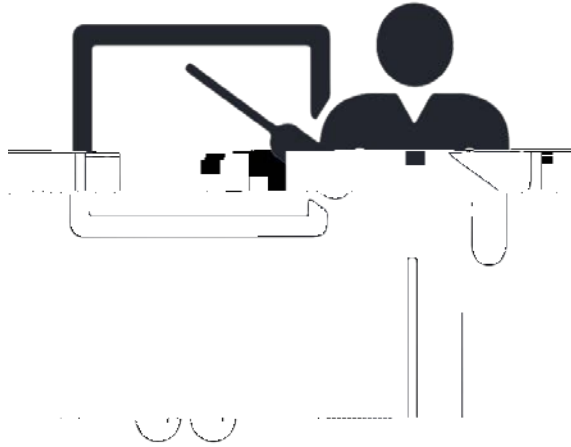
You should not use an allowance plan...

- For 12/12 Fiscal Graduate Assistants
- Graduate Assistants working over the summer who qualify to remain as such per the Graduate School policy

# Continuation of Salary

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## Teaching Duties...



Follow summer school calendar

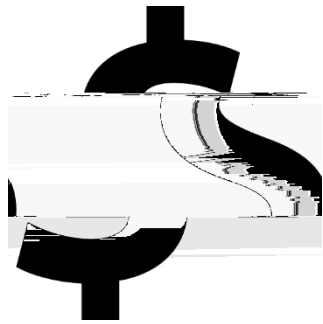
Job Profile: Ensure correct Teaching Assistant Profile  
(Change Job)

- The Job Profile can also be updated through a Change



# Continuation of Salary

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Yearly amount &  
frequency

Proration Occurs



Change Job



Job Continuation

# Continuation of Salary

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Example:



A Graduate Assistant is performing research from 5/15/2 until 7/31/2 and is eligible to remain a Graduate Assistant during the summer.

If the Graduate Assistant is earning **\$4,000** for summer work, how much is earned in **May**?

# Continuation of Salary

Example:

$$\begin{aligned} \$4,000 / 2.5 \text{ pay periods} &= \\ \underline{\$1,600} &\text{ per month} \end{aligned}$$



$$\begin{aligned} \$1,600 \times 12 \text{ months} &= \\ \underline{\$19,200} &\text{ per year} \end{aligned}$$

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# Continuation of Salary

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$$\begin{aligned} \$1,600 / 2 \text{ (working days in May)} &= \\ \$ &\text{ per day} \end{aligned}$$



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# Continuation of Salary

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$$\begin{aligned} \$1,600 / 2 \text{ (working days in May)} & \\ = \$ &\text{ per day} \end{aligned}$$

$$\begin{aligned} \$ & \\ \times 1 \text{ (days worked in May)} &= \end{aligned}$$

# Continuation of Salary

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Proration causes slight overage in payment...

Example:

GA was to be paid \$4,000 for the summer:

\$            for May  
\$1,600 for June      =      \$4,  
\$1,600 for July

Overpayment of \$           



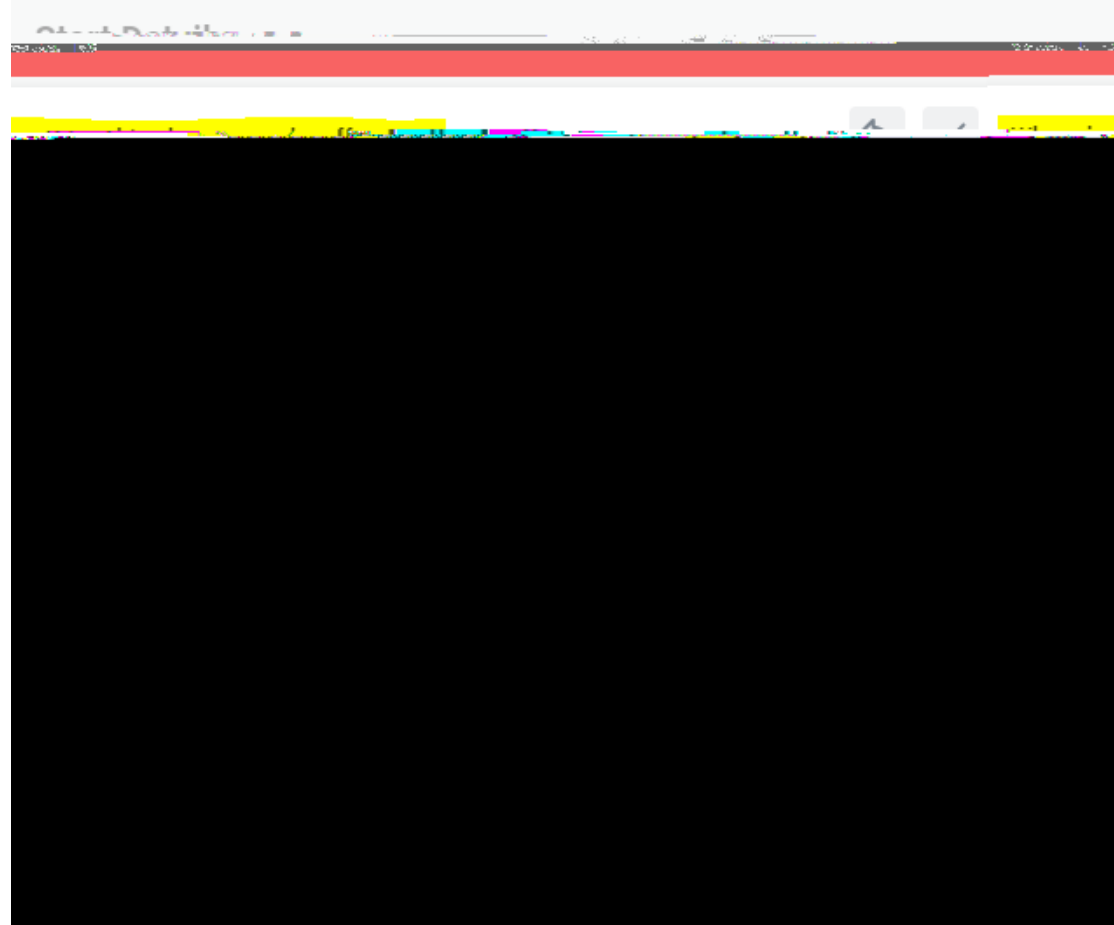
# Continuation of Salary

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Enter Effective  
Date



Reason: Job  
Continuation



# Continuation of Salary

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- Update the End Employment Date
- AWP/DPP is 12 month for all GA's







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