

# Graduate Assistantship (GA) Start & End Dates by Term

GRA (Research) assistants may begin or end work at any time within a semester. The stipend will be prorated based upon those dates. GRA's who are hired for one-year appointments will normally begin their appointment on the 1st of July and end on the last day of June.

GSA (Support) and GTA/GTS (Teaching) assistants can be hired for a semester or for the combined fall and spring semesters. GSA's, GTA's, and GTS's who are hired for one-year appointments will require a Personnel Action Form (PAF) combining the fall and spring as well as a separate PAF for summer.

## Appointment Date Requirements

Type of Assistantship	Start Date	End Date
GRA (Research)	Flexible start date	Flexible end date
GSA (Support)	First day of class	Last day of class
GTA/GTS (Teaching)	One week prior to first day of class	Last day of finals

**THE FOLLOWING ARE THE START AND END DATES FOR GSA (SUPPORT) AND GTA/GTS (TEACHING) APPOINTMENTS:**

## Summer 2022 Appointment Dates

Type of Assistantship	Term 1	Term 2	Both Terms
GSA (Support)	5/23/22–6/22/22	6/27/22–7/26/22	5/23/22–7/26/22
GTA/GTS (Teaching)	5/16/22–6/24/22	6/20/22–7/29/22	5/16/22–7/29/22

## Fall 2022–Spring 2023 Appointment Dates

Type of Assistantship	Fall 2022 Only	Spring 2023 Only	Fall 2022–Spring 2023
GSA (Support)	8/18/22–12/2/22	1/12/23–4/28/23	8/18/22–4/28/23
GTA/GTS (Teaching)	8/11/22–12/8/22	1/5/23–5/4/23	8/11/22–5/4/23

## PAF Due Dates

All Graduate Assistantship DocuSign PAF's should be submitted to the College of Graduate Studies by the following due dates for each semester:

- Fall: July 27th
- Spring: November 23rd
- Summer: April 27th

## General Salary/Pay Information

- GA salaries are determined by the department or college.
- GA's are paid on the last day of the month.
- If the start date is after the 15th of the month or if the PAF is submitted after the 15th of the month, the GA will not receive a paycheck for that month. Any salary specified on the PAF for that month will be included in the next month's paycheck.
- A GA who is graduating may not work after the date of graduation. If the student does not graduate, a Change PAF can be submitted to adjust the end date.

## Typical Payment Schedules

Type of GA	Fall Semester	Spring Semester
GRA (Research)	GRA's have prorated pay for partial months	GRA's have prorated pay for partial months
GSA (Support)	Equal Payments for September, October, November, and December	Equal Payments for January, February, March, and April However, if the appointment start date is after January 15th, equal payments for February, March, and April
GTA/GTS (Teaching)	Equal Payments for September, October, November, and December	Equal Payments for January, February, March, and April However, if the appointment start date is after January 15th, equal payments for February, March, and April

## Position Numbers and Account Codes

### GRA (Research) and GSA (Support)

- Position Numbers: XXX950 (master's) & XXX970 (PhD)
- Account Code: 61643

### GTA/GTS (Teaching)

- Position Numbers: XXX960 (master's) & XXX980 (PhD)
- Account Code: 61243

## For Additional Information

- More information about graduate assistantships is available on the College of Graduate Studies website at <https://www.tntech.edu/graduatestudies/ga-deptinfo.php>.
- TTU Policy 274 (Graduate Assistantships) is located at <https://www.tntech.edu/policies/>.
- Contact the College of Graduate Studies at 931-372-3233 or [gradstudies@tntech.edu](mailto:gradstudies@tntech.edu) with any questions.