Chapter Nine – Graduate Assistantships

To facilitate graduate education, WSU has teaching, research, and staff assistantships available for qualified graduate students who are pursuing programs of study leading to advanced degrees at WSU. The assistantship provides a financial package that assists students in funding their graduate education.

A Teaching Assistantship (TA) is an appointment in which a graduate student's primary duty is teaching or serving as a teaching assistant. TAs are available to qualified graduate students in academic departments. Students should contact their department or program to inquire about TA opportunities.

A Research Assistantship (RA) is an appointment in which a graduate student is engaged in research under a faculty member's supervision. RAs are available in many departments and special programs. Students should contact their department/program to inquire about RA opportunities.

A Staff Assistantship (SA) is an appointment in which a graduate student engages in service that enhances the student's educational pursuits at WSU. These appointments require a letter of support from the student's faculty advisor.

For further information, students should visit the Graduate School's websites: https://gradschool.wsu.edu/student-finance-page/ and https://gradschool.wsu.edu/scholarships-fellowships-awards/.

Service Requirements for Assistantships

- a. Graduate Assistantship appointments require half-time service to qualify for a full tuition waiver. Appointments may, in some instances, be made for less than half-time at correspondingly reduced salaries and tuition waivers.
- b. Half-time service (0.50 FTE) requires an average of 20 hours per week during the term of the appointment. Fractional appointments (less than half-time), when permitted, require work on a proportional basis.
- c. Graduate Assistantship appointments must be for a full semester (August 16 – December 31 or January 1 – May 15) or the full nine-month academic year (August 16- May 15). Any deviation from these dates require approval from the Graduate School.
- d. Notify the Graduate School via a GRM exception request to be reviewed.
- e. Late start requests for new students with justification may be sent to gradschool@wsu.edu for approval.
- f. During the term of the appointment, all graduate students on assistantship appointment are expected to be at work each normal workday, including periods when the university classes are not in session, with the exception of the legal holidays designated by the Board of Regents (see http://www.hrs.wsu.edu for official university holidays).
- g. There is no annual leave or sick leave associated with assistantship appointments. For Short-term Parental Leave, see Chapter 5.A.6.c.

Fellowships or Traineeships are available in some departments and programs through grants from government agencies and other private sources. No service to the university is required of fellows or trainees. The departments and programs initiate these awards and inquiries should be directed to the relevant academic unit.

Students should contact the department in which the assistantship is desired. Some departments may require application materials or additional information.