



**Louisiana Agricultural Experiment Station
Graduate Assistant Salary Guidelines
March, 2008**

Pay rates for graduate assistants have been reviewed and as a result the rates below are being established effective immediately. In establishing these rates, consideration has been given to maintaining reasonable relationships between graduate assistantship, research associate and student worker rates.

GRADUATE ASSISTANT PAY RATES Louisiana Agricultural Experiment Station		
Category	Masters Students	Doctoral Students
Minimum rates	\$7,200/FY	\$7,200 FY
Maximum starting rates for new graduate assistantships	\$15,000/FY	\$18,000/FY
Overall maximum rates	\$18,000/FY	\$22,000/FY
Suggested pay ranges	\$14,000-\$16,000/FY	\$16,000-\$20,000/FY

Records will be audited periodically to monitor compliance with these guidelines. Any rate above the maximums stated above must be justified in writing and approved by the vice chancellor. Forms will not be processed without this justification and approval. Any form for a doctoral student with a pay rate above the maximum rate for masters students must state "doctoral student" in remarks. Otherwise, the form will not be processed. This is because we have no efficient way of determining the student's level so must rely on the unit to put the necessary information in the form's remarks section.

The minimum rate that is allowed for an LAES assistantship (FY basis, 50%) is being increased to \$7,200, but this should be only be used for special situations. Be cautious in using this minimum rate. There have been problems in the past with units allowing the minimum rate just so the student could be on a graduate assistantship. In some cases, the student was forced to take a second job and this unreasonably interfered with his/her progress toward the graduate degree. There is also an added problem with students on F and J visas because of restrictions on their ability to work off campus.

Suggested ranges are included as guidance only. The increased maximum rates are in no way intended to require increases in stipends to students and additional funds are not being provided. The purpose is to provide the unit head with additional flexibility.

The above figures are based on 50% effort (20 hours per week) assistantships. Unit heads have the authority to make appointments for 25% effort (10 hours per week). Under justified circumstances, assistantships for 75% (30 hours per week) are an option, but must have prior written approval from this office. Note that students on F-1 and J-1 visas may not be eligible for appointments which exceed 50%. All assistantships should be made on a fiscal year basis.

For appointments that exceed the maximum rates or that are for 75% effort and require prior approval from this office, a detailed justification must be provided and include the student's background, responsibilities and explanation of why the appointment should fall outside of the normal guidelines.

As always, sound judgment should be exercised in utilizing the flexibility granted in this area. Employees in each unit must be treated equitably.