Job Codes

Graduate Teaching Assistants (Operating/Trust Funded)

Students appointed as teaching GA's shall be asked to perform only teaching and related duties.

These can include preparing and conducting lectures, laboratories, and seminars as well as grading assignments, reports, and examinations, and performing other related duties.

A graduate student registered full-time may hold a GTA (including a GTA-PI) for up to a maximum average of 12 hours per week. A student registered part-time may hold up to a 6 hour per week GTA.

The total numbers of hours in combined appointments including a GRA and GTA (including GTA-PI) shall normally not exceed 12 hours

Job Code
S0001-S0012

Principal Instructor - **S0055**

Account Code:

Salary – 500061
Award – 500125

Earn Code

Salary – 003
Award/Bursary - 550

If the GTA is to receive additional award (not on-going but a one-time payment) in addition to the award that is paid in conjunction with their assistantship.
Job Code – S0037
Account Number – 500125

Graduate Research Assistants (Operating/Trust Funded)

Students appointed as teaching GA's shall be asked to perform only teaching and related duties.

These can include preparing and conducting lectures, laboratories, and seminars as well as grading assignments, reports, and examinations, and performing other related duties.

A student registered full-time may hold a GRA for a maximum average of 12 hours per week. A student registered part-time may hold up to a 6 hour per week GRA.

The total numbers of hours in combined appointments including a GRA and GTA (including GTA-PI) shall normally not exceed 12 hours

Job Code
S0021-S0032

Account Code:

Salary – 500061
Award – 500125

Earn Code

Salary – 003
Award/Bursary - 550

If the GRA is to receive additional award (not on-going but a one-time payment) in addition to the award that is paid in conjunction with their assistantship.
Job Code – S0037
Account Number – 500125

Graduate Research Assistant Fellowship (GRAF) – (Operating/Trust Funded)

A GRAF is a form of financial assistance provided to graduate students to allow them to focus on their education and training, as it relates to their own thesis or directed research project. The relationship between the Assistantship Supervisor and GRAF is not an employment relationship and there are no hours attached to the GRAF.

A graduate student can hold a GRAF and also be appointed as a GRA and/or GTA up to a maximum of 12 hours per week

Job Code – S0056

Award – 500125

Earn Code
560

Short Term Academically Related Employment

Short Term Academically-Related Employment: This refers to any employment contract between a registered graduate student and a department at the University of Alberta which will require the student to utilize the knowledge and/or skill set of his or her academic discipline but which does not conform to the requirements of a Graduate Assistantship. This entails work for a one off task for a maximum period of 3 weeks in length. Short Term Academically-Related Employment is for a one-time task of a very short duration; for example, if an instructor needs casual, one-off help marking an exam.	**Job Code – S0053** **Account Code – 500115** **Earn code** **024**

Graduate Award/Scholarship

Awards/Scholarships given to Graduate students. (Scholarship that is paid directly to the students fees).	**Job Codes** **Monthly Paid – S0035** **One-Time Payment – S0039**	**Account Codes** **500125** **Earn Codes** **Ongoing Payment – 570** **Onetime Payment – 599** **Grad student Tuition Remission - 540**