

Medical students are eligible to hold Graduate Assistantships as Research Assistants or Teaching Assistants. Students with at least a 25% appointment, which equates to 195 hours per semester, are eligible for a tuition remission. For the 2018-19 academic year, the benefit is \$4266 per semester. Furthermore, if a medical student is a non-resident, the non-resident portion of the tuition is also remitted. Included in this amount is 50% of the hospitalization and the proportional insurance repay of approximately \$70.

The tuition benefit may affect your financial aid. Please contact the Medical School Financial Aid Office before you start working so that we can discuss any changes to your financial aid awards. If you are working less than 25% time, please notify the Medical School Financial Aid Office as we assume you have a 25% appointment.

How do I find a job as a Graduate Assistant? There is no current listing of job opportunities in the Medical School. Most students find positions by word of mouth - - talking to other medical students who may be leaving a job or talking to doctors in an area you may be interested in doing research.

You could also contact the Graduate Assistant Office to review their job postings. Most are only for graduate students, but you may be able to find something that fits your needs.

What is the pay? You must be paid the going rate for a Graduate Assistant. Currently, the beginning pay is around \$21.88 an hour, and if you are receiving the tuition benefit, the hiring department is responsible for these costs. Complete information about department costs can be found by contacting the Graduate Assistant Office at 612-624-7070.

Do I need work-study funding to work as a Graduate Assistant? No, you may work as a Graduate Assistant without work-study. However, it may be easier to find a job if you are able to secure work-study funding, as the department only pays 30% of your salary rather than 100%.

For the 2018-19 academic year, the Medical School Financial Aid Office has minimal work-study funds, and funds are always very limited for medical students. Again, you may still obtain work as a Graduate Assistant without the work-study. Work-study makes it less expensive for a department to hire you (You still get paid the same hourly wage.), but... work-study is considered a portion of your financial aid package, and your loans will be reduced by the amount of work-study you are awarded. If you do not have work-study and you obtain an assistantship, your loans will only be reduced by the amount of the tuition benefit.

How am I hired as a Graduate Assistant? Once you have been hired, talk to the accounting/payroll/HR office in your hiring department. They will know the paperwork that needs to be completed. Paperwork usually includes:

- 1) A letter of hire stating the terms of hire, including the number of hours working per week.
- 2) Any paperwork required by the department.

Do the semesters correspond to the Medical School semesters? Hours are worked on the Graduate School semester. Currently, they are:

Fall Semester	8/27/18 – 1/9/19
Spring Semester	1/10/19 – 5/26/19

It is the student's responsibility to verify the work dates with the Graduate Assistant Office.

To receive the benefit, you must work 195 hours each semester during the above dates. If you work only 194 hours, you will have to reimburse the school for the tuition benefit you received.

For complete information on how to go about the paperwork for a Graduate Assistant position, please call the Graduate Assistant Office at 612-624-7070, or check their web address at <http://humanresources.umn.edu/find-job/graduate-assistant-jobs>.

Some research opportunities in the Medical School (paid and unpaid) can be found at the Medical School website – <http://secure.ahc.umn.edu/MedSchool/researchchopps/home.cfm>