

Student Employment Options

Grad Assistantships (GSA)
Must be a registered grad student

GAR

Grad Assistant Research

Collecting research data, general research services that are in support of own program

research or operating funds

100% salary (taxed)

paid hourly
UofC: min \$18.03/hr +6.8%
TI: Undergrad \$20 / Masters \$25 / PhD \$30
timesheets –code positive time

no daily min/max
no max hours/week
max 450 hours /year
Max 1 year term - eligible to rehire

Accounting string provided to the student for timesheet entry

Offer letter and assignment of duties
Welcome email

TBH-Click on person & job update to complete the hire;
Timesheet will be available after auto-enroll process is done, occurs daily.

ER Deductions: CPP, EI, WCB

GAT

Grad Assistant Teaching

Assist with instructional work, lecturing asst. marking, lab supervision, tutorial direction

operating funds

50% salary (taxed)
50% scholarship

fixed amount by appointment and term
(\$43.60/hr)

Fall –winter–spring-summer
17wks-17wks-9wks-9wks

Full-204 hrs-\$8894.41
Half-102 hrs-\$4447.21
Third-68 hrs-\$2964.80
Quarter-51 hrs-\$2223.61
Sixth-34 hrs-\$1482.40
Twelfth-17 hrs-\$741.20 (paid in calendar month)

*Contracts expire end of the assigned term and cannot be carried over into another semester.

Offer letter and assignment of duties
Welcome email

Email notification to initiator once TBH has been approved; must go to manage hire details and click on person & job update to complete the hire

ER Deductions: CPP, EI, WCB (on salary)

GANT

Grad Assistant Non-Teaching

Assist with non-instructional work, course review, collecting research data, project work

operating funds

50% salary (taxed)
50% scholarship

fixed amount by appointment and term
(\$43.60/hr)

Fall –winter–spring-summer
17wks-17wks-9wks-9wks

Full-204 hrs-\$8894.41
Half-102 hrs-\$4447.21
Third-68 hrs-\$2964.80
Quarter-51 hrs-\$2223.61
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Offer letter and assignment of duties
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ER Deductions: CPP, EI, WCB (on salary)

AUPE

Must be registered student in min 1 course

AUPE

Student Hourly
only phase 1

Working for researcher

research or operating funds

100% salary (taxed)

paid hourly
UofC: 15.00 - 28.54/hr + 17.2%
TI: Undergrad \$20 / Masters \$25 / PhD \$30
*timesheets - code positive time *

min 3 hrs/day - max 7 hrs/day
(>7 = 1.25% premium)
up to 22.5 hrs/week
(summer up to 35 hrs/wk)
Indefinite
auto end 6 mths no activity
Accounting string provided to student for timesheet entry

No posting required
No offer letter permitted
Welcome email

TBH initiator must go back into PeopleSoft to complete the hire - Funding approval not required for Research funds as approval of hourly time is done through the timesheet approval process

ER Deductions: CPP, EI, WCB

AUPE

External hire

AUPE

Casual Hourly
any phase

Working for researcher

research or operating funds

100% salary (taxed)

paid hourly
UofC: min. 15.00 /hr + 17.2%
TI: Undergrad \$20 / Masters \$25 / PhD \$30
*timesheets - code positive time *

up to 30 shifts/year
min 3 hrs/day - max 7 hrs/day
(>30 = 1.25% premium)
Indefinite
auto end 6 mths no activity
Accounting string provided to student for timesheet entry

No posting required
No offer letter permitted
Welcome email

TBH initiator must go back into PeopleSoft to complete the hire - Funding approval not required for Research funds as approval of hourly time is done through the timesheet approval process

ER Deductions: CPP, EI, WCB

Undergrad	Mitacs Undergrad, Grad students, and Postdoc Internship	Grad Internship ft registered grad student and at least one year into grad program
<div>Co-op</div> <div>Hourly work placements</div> <div>work placements that take place during the regular academic year</div> <div>research or operating funds</div> <div>100% salary (taxed)</div> <div>paid hourly *timesheets - code positive time *</div> <div>regular academic year 40 hours/week 12 weeks minimum Accounting string provided to student for timesheet entry</div> <div>No posting required Welcome email</div> <div>TBH using the Co-op Students - Hourly template Requires approval in PeopleSoft, HR Operations processes the TBH to create the COOPST hourly job record</div>	<div>Research Internship</div> <div>Mitacs</div> <div>supports collaborative research and innovation projects between industry partners and post-secondary institutions. Funded through Mitacs Canada.</div> <div></div> <div></div> <div></div> <div></div> <div></div> <div></div>	<div>Skills Internship</div> <div>Transformative Talent</div> <div>focused on supplemental skills. Helps explore career options and gives practical hands-on experience</div> <div>research or operating funds</div> <div>100% salary (taxed)</div> <div>paid hourly *timesheets - code positive time *</div> <div>210 hours min FT (8 months) / PT (12 months) Accounting string provided to student for timesheet entry</div> <div>No posting required Position profile Welcome email</div> <div>TBH using the Co-op Students - Hourly template Requires approval in PeopleSoft, HR Operations processes the TBH to create the COOPST hourly job record</div>