UTSA®

The University of Texas at San Antonio™

KCEID Business Service Center

GTA Overview

Agenda

- FY24 GTA KCEID PhD Salary Rates
  - Base salary, tuition/fees and health insurance will be covered by the college

- GTA Spreadsheet

- Reminders

Standard Funding Annual Salary for PhD Students Salary FY 24 (In addition to Tuition and fees & UTSHIP)

GRA	A PhD Student who holds a Bachelor or Master Degree
GRA1	A PhD Student who holds a Bachelor Degree
GRA2	A PhD Student who holds a Master Degree
GRA3	A PhD Candidate. Student has Successfully Passed his/her Proposal Defense and approved as a Candidate in prior semester
GRA Fellow	A PhD Candidate who has published 2 peer-reviewed publications as an author in prior semester

Program	Title	Standard Fulltime Annual Salary*
BME	GRA	$26,000
CE	GRA	$24,000
ChemE	GRA	$26,000
EE	GRA	$24,000
EE	GRA3	$26,500
EE	GRA Fellow	$28,500
ESE	GRA	$24,000
ESE	GRA3	$26,000
ME	GRA1	$24,000
ME	GRA2	$26,500
ME	GRA3	$28,500
ME	GRA Fellow	$31,500
	GTA#	$24,000

*This is a pilot program to investigate retention and completion rates for students who are given higher standard funding rates based on the doctoral education milestones. Faculty will be responsible for the full standard salary (plus tuition and fees and UTSHIP) for PhD students appointed as GRAs in their respective program, and the appointment and funding must be for the full academic year. The standard annual full-time salary applies to students admitted and enrolled full-time in Fall 2023 or after. All current students admitted before Fall 2023 will have their standard annual salary grandfathered at $24,000 only for FY 23-24.

#With the goal to encourage faculty to use their grant funding to fully-support PhD students as GRAs, the College will fully-fund PhD students appointed as GTAs at 19 hrs/week for a salary of $24,000/year, in addition to paying for their tuition and fees for fulltime enrollment (9 SCH in the Fall and Spring semesters and 3 SCH in the Summer semester) and SHIP. All GTAs must continue to report to their research mentors for their PhD research/dissertation work, but will also report to and assist course instructors on teaching assignments to meet course/teaching needs (courses with labs, recitations, high DFW, or other inclusive teaching needs). With UTSA's goal to expand doctoral education and the College providing full financial support to GTAs, faculty should use all available research funding to fully support PhD students as GRAs at their program's rate as noted above.

GTA Spreadsheet

Student (Last, First)	Banner ID	Dept Select One	Faculty/Advisor	New or Rehire Select One	Phone Number	Email Address	Date of Birth	Gender	SSN Yes or No Select One
		Start a capture							

- 1st tab is the Instructions page on how to complete

- All columns above must be completed

- Each department has been allocated GTA positions that will be covered by the college

- Departments must fund GTA positions if more than the allocation provided

GTA Spreadsheet

Will the student graduate this fiscal year?	Citizenship International/Domestic	If International provide the country	GTA Appointment Dates (if new, 8/16 will be the start date)	Course Number Assigned to TA	Fall Semester Number of hours registered	Spring Semester Number of hours registered	Summer Semester Number of hours registered

- All columns above must be completed

- All GTA appointments are funded and should be appointed for the year, unless they are graduating
  - New Hire appointment dates: 8/16/23 – 8/31/24
  - Re-hire appointment dates: 9/1/23 – 8/31/24

- Must be registered for 9/9/3, fall, spring and summer

- Spreadsheet has a PhD tab and a Master's tab
  - Departments must fund GTA's at the Master's level, enter info on this tab

Reminders

- GTA Spreadsheet due: June 1
- New Students
  - Please ensure they ==do not== work until their appointment is fully approved. You will receive an email from us.
  - For International, SSN process in lengthy, they must be in the states.
- UTShip
  - International students are auto enrolled
  - Domestic Students are automatically enrolled, they will have an option to opt out. The opt out requests will be handled between the Department Program Coordinator and the College Grad Program Coordinator.
  - Insurance is charged to the same source as salary

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