

The Graduate School  
 New Mexico State University  
 MSC 3 CC/Room 230 Corbett Center  
 Las Cruces, New Mexico 88003-8002  
 575 646-5745 Fax 575-646-7758

<http://gradschool.nmsu.edu/>

Updated on May 21, 2013

TO: Vice Presidents, Deans, Directors, Department Heads, Staff and Students

FROM: Linda Lacey, Dean of the Graduate School

RE: Graduate Assistant Salaries & Hourly Wages for Student Employees, 2013-2014

The Graduate assistantship budget for each college and department is being hand delivered to each academic dean this week. The graduate assistantship budget was increased by the 1 percent compensation increase that was approved by the Board of Regents. Below are new salary levels for graduate assistants that go into effect on July 1, 2013. Please speak to your academic dean about the budget for your department.

**I. SALARIES FOR GRADUATE ASSISTANTS 2013-2014**

**Exempt Graduate Assistant (RA & TA)**

On July 1, 2013 this table will become the new salary structure for exempt Graduate Assistants.

2013-2014	(G1) Level I	(G2) Level II	(G3) Level III
Academic Year (.50 FTE)	\$16,261	\$16,665	17,069
Semester (.50 FTE) or Academic Year (.25 FTE)	8,131	8,333	8,534
Semester (.25 FTE)	4,065	4,166	4,267
Semester (.125 FTE)	2,033	2,083	2,134
Annual (.50 FTE)	21,682	22,220	22,758
Summer Session (.50 FTE)	5,422	5,555	5,690
Summer MS1 (.50 FTE)	2,684	2,750	2,817
Summer MS2 (.50 FTE)	2,711	2,778	2,845

### Dates of Hire

The dates when graduate students can be hired can be found at the web site of Human Resources: [http://hr.nmsu.edu/wp-content/uploads/2013/04/E\\_I\\_EPAF\\_Grad\\_Asst\\_Reference.pdf](http://hr.nmsu.edu/wp-content/uploads/2013/04/E_I_EPAF_Grad_Asst_Reference.pdf)

If you have any questions, please contact Human Resources at 575 646-8000.

### Salary Information

This is the minimum GA salary that will take effect on July 1, 2013. The salaries are funded for I&G supported GA's administered by the Graduate School. For other assistantships (including other I&G and restricted funds) these minimal GA salaries should be adhered to as well. Please note that the salary levels have been approved by the administration for the 2013-2014 year. Graduate assistants are not paid hourly rates. They are salaried employees. All graduate assistants must be enrolled in at least 9 graded credit hours to receive and maintain an assistantship. They must also maintain a grade point average of at least a 3.0.

### Tuition Rates for Graduate Assistants

All graduate assistants must pay tuition and fees. Graduate assistants employed at least half-time or .25 FTE are automatically assessed in-state tuition rates while they are employed by NMSU. We encourage all out-of-state domestic graduate assistants to apply for New Mexico state residency. Contact the Registrar's Office for resident forms and further details.

## **II. HOURLY RATES FOR STUDENT EMPLOYEES**

Hourly hires may be paid from minimum hourly to the maximum hourly salary. To obtain information on hourly rates for student employees, please contact Human Resources at 575 646-8000. Students must be registered full-time (9 Graduate Hours). Refer to Student Employment for regulations governing student hourly employees. **Students paid hourly who are out-of-state students are not eligible for the in-state tuition rate.**

## **III. DESCRIPTION OF LEVELS OF SUPPORT**

The description of levels of support applies to graduate assistants and students employed hourly. Departments, research centers and service units **may pay students more** than the suggested minimum salary. Minimum payment varies by the type of degree sought, year of enrollment and department of study (see levels of support).

The following is a description of the levels of support for graduate assistants:

(G1) Level I: This level is for regularly enrolled students pursuing a master's degree.

This level is also for a first year student seeking a doctoral degree who does not currently hold a master's degree.

(G2) Level II: This level is for regularly enrolled students pursuing the education specialist or doctoral degree who have passed the qualifying exam. This level is also for a graduate student who currently holds a master's degree and is entering a doctoral degree program. This level is also for a student who currently holds a master's degree and is entering into another master's degree program.

(G3) Level III: This level is for a doctoral degree student who has passed the comprehensive exam and has advanced to candidacy.

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May 24, 2013

To: Vice Presidents, Academic Deans, Department Heads, Staff and Students  
From: Linda Lacey, Dean of the Graduate School  
Re: The Patient Protection and Affordable Care Act and Graduate Assistant Employment

Beginning July 1, 2013, the Patient Protection and Affordable Care Act (Health Care Reform Mandate) will change the maximum hours that graduate assistants can work during the summer and academic year at New Mexico State University.

During the Academic year, the weekly number of hours of employment for graduate assistants is 20 hours per week or .5 FTE. For those departments that wish to increase the number of hours worked beyond 20 hours per week, only five additional hours can be added to the students current 20 hour a week work load. The department or hiring unit would need the approval of the Graduate School to add the 5 additional hours or total of 25 hours of employment. The Graduate School checks the grade point average of the student to see if they can handle the additional work load.

During the summer months graduate students will be allowed to work 40 hours.

For general information on employing graduate assistants such as course enrollment requirements, eligibility for in-state tuition and other topics, please read Guidelines on Employment of Graduate Assistants at <http://gradschool.nmsu.edu/ga/employmentguidelines.pdf>