2019-2020 TEACHING ASSISTANT POSITION

Appointment Criteria

• If the applicant received a Graduate School Fellowship, he/she is not eligible for the Teaching Assistant position.
• Positions are made on an academic year basis only and exclude WINTERIM; MS-PA, MS-Accounting and MS-Taxation students cannot receive both the TA position and a major scholarship - applicants must choose one.
• Priority for classroom-related positions is given to LSB graduate students admitted to the PhD in Management Science.
• In the accounting and tax area, priority is given to graduate students holding a degree in accounting and appropriate professional certifications.
• Appointments are contingent upon the UW System Background Check, admission, enrollment, maintenance of minimum credit requirements, and good standing in the Lubar School of Business and Graduate School.
• Upon acceptance of a Teaching Assistant position, it is the responsibility of the applicant to ensure that their course schedules do not conflict with the assignment. Failure to do so may result in the termination of the contract. There are positions requiring coverage of evening discussions.
• To be considered for a teaching assistant position, international students must have completed the IB TOEFL score and earned the following: 79 minimum total score/Speaking sub-score – 23 minimum (IELTS Speaking equivalent score is 7.0).
• It is expected that graduate assistants will act professionally and will dress appropriately for the position (business casual is expected at a minimum). Failure to act professionally and dress appropriately may result in termination of the contract. It is also expected that teaching assistants will meet with the faculty supervisor as needed and follow their directives; failure to do so may result in dismissal.
• Note: TA positions become available throughout the summer due to movement of PhD graduate assistants to project assistant positions.

Salary/Tuition Remission/Benefits

• 33%, 40% and 50% appointments are possible. The number of non-doctoral positions is dependent upon the assignment of Lubar PhD students. A minimum 33% semester or academic year contract is required for a tuition remission (includes non-resident portion). The Business Masters Fee and Student Segregated Fees are paid by the student.
• Minimum 33% appointment allows for student to purchase health insurance at graduate assistant levels.
• Academic Year salary is based on Graduate School guidelines: 50% appointment = $13,750; 40% appointment = $11,000; 33% appointment = $9,075
• 50% would be 5 teaching hours per week plus prep, office hours, grading, etc. (total 20 hours/week) or 380 hours over course of each semester contractual period.
• Health insurance is provided at low employee contribution.
• Exclusive employment contract required. Other internal or external employment not allowed during contract period.

Other Information

• Mandatory campus and Lubar School of Business training occurs the first week of the contract beginning August 20, 2018. There are no excuses allowed. The contract may be rescinded if the TA does not attend all required orientations.
• Accepting the offer means that you are willing to switch elective courses, if necessary, to meet graduate assistant teaching obligations.
• No other Accounting scholarships will be available except WICPA.