

Current Catalog

Workload Limitations for Graduate Assistants

Graduate assistants who are supported by an assistantship, either as a GRA (research), GTA (teaching) or GSA (service) are limited to 20 hours of work per week on service related to the graduate assistantship. However, students may be eligible to work an additional 9 hours per week with the possibility to earn income for the work. Graduate students are first and foremost students and the additional work must provide professional development for the student. The duration of the additional work is typically within one semester. International students who have an F1 VISA are not eligible for this waiver, and are limited to working no more than 20 hours per week.

The Chair of the student's department or the Director of Graduate Studies must complete the [GA Workload Waiver form](#), which will be forwarded automatically to the Graduate School. If a student is funded as a GRA by an external source, submission of this waiver affirms that the request falls within the student's current funding source regulations on additional aid. The Dean of the Graduate School, or the Dean's designee, must approve requests for students to perform additional work. If the request is approved, the Office of Payroll and the person who initiated the request will be notified if the work is compensated using a University funding source.

Proposed new language

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International students who have an F1 VISA may be eligible for this waiver, but they must abide by UofL policies, which limit the amount of additional work for both domestic and international students to 9 hours per week over the course of the semester, as well as federal regulations governing

Curricular Practical Training (CPT) for F1 VISA holders. CPT guidelines suggest the following:

- Typically, F1 VISA holders who are funded with an assistantship are not eligible for CPT during their first year of study (unless the program requires such a practicum in the first year);
- Additional work must be integral to the discipline and the work must be part of the program of study (preferably the student will receive academic credit for the work);
- CPT requires a signed cooperative agreement or letter from the employer attesting to the curricular nature of the work experience;
- A Designated School Official (DSO) must provide a new I-20 approving the student for employment. To approve a student for CPT, the DSO must have approval from both the Director of Graduate Studies in the student's program AND the Dean of the Graduate School, as evidenced by completion and approval of the [GA Workload Waiver Form](#).

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Approved by Academic Affairs subcommittee; to be voted on by full

Graduate Council on 10/24/23