

Job Aid Matrix for Student Pay

Account Description	Area	Description	Comment	Form Name	Acct. Code
Grad TA Salary/Grad Teaching Assistant Tuition	Graduate Studies	Teaching Assistantships (TA-) Students who assist in the education of other students under direction of a faculty member.	Student is paid semimonthly through PR. Tuition Reimbursement is optional and determined by advisor.	RA/TA Appointment Form	5213 / 5119
Grad RA Salary/Grad Research Assistant Tuition	Graduate Studies	Research Assistantships (RA)-Students, supervised by faculty members to perform research that is associated with a student's area of study. Work is technical, requires significant education and is directly related toward meeting the student's thesis-based degree program, but may include assignments that are peripheral toward meeting degree requirements.	Student is paid semimonthly through PR. Tuition Reimbursement is recommended but optional and determined by PI.	RA/TA Appointment Form	5214 / 5118
Graduate Hourly	Graduate Studies	Students who work part-time on campus to provide assistance in areas that are unrelated to their academic program and that do involve teaching or research duties expected of RA's and TA's.	Student is paid on an hourly basis. No benefit of tuition reimbursement	Hourly Appointment Form	5218
Fellowship - Stipend	Student Financial Aid	Graduate Fellowship awards are made without the expectations of services being rendered. Fellows must be appointed as such through a formal program.	Used for research fellowships for students NOT in a REU program. Payment will go to student account.	Fellowship Appointment Form	5565
Fellowship - Tuition	Student Financial Aid	Graduate Fellowship awards are made without the expectations of services being rendered. Fellows must be appointed as such through a formal program.	Used for research fellowships for students NOT in a REU program. Payment will go to student account.	Fellowship Appointment Form	5566
Personal Service Contracts (Participant Support)	Controller's Office/ Office of Research Administration	Participant Support (sometimes referred to under this titles; Research Experiences for Undergrads (REU), Research Experiences for Teachers (RET) and Research Experience for Veterans (REV) - Individual participants in a formal program intended to support a training or learning opportunity from a workshop, conference, seminar, symposium or other short-term instructional or information sharing activity funded by a sponsored award. Participants do not perform work or provide any service to the university in return for this support costs.	Individual is not an employee of the school. Payment is made directly to the individual through Mines' AP system. For Tax Reporting purposes these individuals are considered Independent Contractors and are required to provide IRS form W-9	Participant Agreement and Payment Request Form	
Hourly Student Help	Controller's Office	Undergraduate students working on campus as a semimonthly employees.	Student is paid semimonthly through PR. No benefit of tuition reimbursement.	Undergraduate Student Employment Form	5218