

**Graduate Assistantship (GRADA) Position Description**

<b>Student's Name:</b>			
<b>Banner ID:</b>		<b>GID/Username:</b>	
<b>Academic Program:</b>			
<b>Hiring Unit:</b>		<b>Begin Date/Semester</b>	

**I. Assistantship Alignment with Overall Educational Program**

The Graduate Assistantship provides the student with an educational experience in which they apply specific learning such as functional knowledge, skills, and abilities, gained from their overall educational program, whereby:

- ≥ 60% of the student's duties and responsibilities are directly related to the program of study, and
- ≤ 25% of the student's duties and responsibilities are administrative/clerical in nature, i.e. event setup and takedown, filing, copying.

Please describe 1) the specific functional knowledge, skills, and abilities learned in the student's overall educational program to be applied in the work of the Assistantship\*, and 2) the benefits added to the student's educational experience.

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**Supervisor and Academic Management Acknowledgment**

*My signature below is acknowledgment that the assistantship information provided above is in alignment with the student's overall educational program.*

	Printed Name	Signature	Date
Supervisor:		Signature:	
Program Director:		Signature:	
Dean:		Signature:	

Dean's Approval only if the graduate assistant is working outside of their Academic School/ College.

Graduate School:		Signature:	
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**II. Student Participation in Auburn University Section 127 Educational Benefit Plan and Associated Taxable Benefit Implications**

By signing in the space provided below, I acknowledge my understanding that being a Graduate Assistant (GRADA) enrolls me in the Auburn University Section 127 Educational Benefit Plan (26 U.S. Code § 127) (Plan). As such, if my assistantship work activities are aligned with my overall education program of study (as defined in section I. above), I will not be responsible for the taxation and withholding requirements for the value of tuition fellowship benefits received exceeding the Internal Revenue Service defined threshold -- *currently \$5,250 per calendar year*. However, should my assistantship work activities NOT be aligned with my overall educational program of study (as defined in section I. above), I will be responsible for the taxation and withholding requirements for the value of tuition fellowship benefits exceeding the Internal Revenue Service defined threshold -- *currently \$5,250 per calendar year*.

**Student Acknowledgement**

Signature:		Date:	
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\* Examples of inappropriate GA duties may include, but are not limited to, personal services for a supervisor and other duties that do not advance the student's professional development.