

GTA Hours

Over the 11-week term

	Weekly Hours	Additional Hours		Max hours per week as stipulated in the Collective Bargaining Agreement	Max hours in 11 weeks as stipulated in the Collective Bargaining Agreement
		Max additional hours** over a seven day period	Total additional hours available over the term		
Half GTA*	8	4	8	12	88
	7.5	4.5	13		
	7	5	18		
	6.5	5.5	23		
	6	6	28		
	5.5	6.5	33		
	5	7	38		
	4.5	7.5	43		
	4	8	48		
Full GTA*	17	7	7	24	177
	16.5	7.5	12		
	16	8	17		
	15.5	8.5	22		
	15	9	27		
	14.5	9.5	32		
	14	10	37		
	13.5	10.5	42		
	13	11	47		
	12.5	11.5	52		
	12	12	57		
	11.5	12.5	62		
	11	13	67		
	10.5	13.5	72		
10	14	77			

Definitions:

Weekly Hours Hours allocated to recurring obligations: lab, recitation, studio, lecture, wormhole, weekly meetings, and preparation time ***

Additional Hours Any hours worked that are not weekly hours: Grading (lab, recitation, homework, and exam) and proctoring

Half GTA* A GTA with a 0.2 FTE Teaching Assistantship

Full GTA* A GTA with a 0.4 FTE Teaching Assistantship

* For GTA's with other FTEs, see the Hour Limits Calculator on the next sheet (spreadsheet only).

** With advanced notice, the instructor may release a GTA from Weekly Hours and assign up to an equal number of Additional Hours, so long as the max hours per week limit is not violated.

*** Preparation hours are Weekly Hours that should be set by the instructor(s) and the GTA(s) based on the responsibilities of the GTA(s). These hours should be the same for all GTAs in the course with the same responsibilities. Experienced GTAs who need less preparation time should not be assigned additional duties, but these hours may be used to help other GTAs prepare. GTAs who need more time for preparation should contact the instructor and count these hours as Additional Hours.

GTAs are encouraged to keep track of their additional hours to ensure that they are not working more hours than the Collective Bargaining Agreement stipulates. GTAs who reach their weekly or term hour limit should contact their instructor and are welcome to also contact the Graduate Student Council and/or the Graduate Student Faculty Liaison.