

SEFS Policy on ASE Support for Graduate Students

All 50% time [Academic Student Employee \(ASE\) appointments](#) provide a full benefit package for graduate students including resident tuition waiver and [GAIP health insurance](#) benefits. These appointments require graduate students to register for a minimum of 10 credits during the academic year. The combination of a 50% appointment and a 10 credit course load during the academic year is the effective equivalent of more than a full-time 40-hour work week.

To ensure that 1) our graduate students have adequate time to make progress toward their degrees; and 2) we provide ASE positions with benefits to as many of our graduate students as possible, ***SEFS allows our graduate students to hold only one SEFS ASE appointment at a time during each quarter of the academic year.*** Additionally, SEFS discourages our students from accepting secondary 50% ASE appointments in other units for the same reasons. Students who agree to a 50% ASE appointment outside SEFS risk having their SEFS position reassigned.

SEFS does not limit our graduate students from holding secondary graduate fellowships or hourly jobs such as a reader/grader, field trip support, or student assistant jobs. In consultation with faculty advisers, these can be held in combination with a 50% ASE appointment. Fellowships and hourly jobs do not automatically provide tuition waivers or GAIP coverage.

During **summer quarter**, when the enrollment requirement is only 2 credits, SEFS allows graduate students to hold up to two 50% time appointments, one 100% time appointment, or multiple appointments adding up to but not exceeding 100% time.

To be eligible for any of these appointments, SEFS requires that all students be in good academic [standing](#) as required by the UW Graduate School.

It is SEFS policy that students who are on FINAL academic probation are ineligible for any SEFS ASE funding.

Students are required to maintain full time [enrollment](#) during the appointment time period. To avoid issues with benefits and tuition waivers, students should enroll in the required credits by the first day of the quarter they are employed.