

# UNIVERSITY OF NORTH GEORGIA

## FY 2025 STUDENT EMPLOYEE PAY PLAN

Job Levels are provided for departments that want to offer a higher rate of pay. There is no requirement to pay more than \$11.00 per hour.

***For students currently enrolled at UNG at least half-time. Students may work no more than 25 hours per week. \*International Students on an F-1 or J-1 visa are limited to 20 hours per week.***

JOB TITLE	Experience by Level	JOB FAMILY	HOURLY RATE	
<b>Student Assistant</b>	None	900X	\$11.00	<div style="border: 1px solid black; padding: 5px;"> This section is used to determine minimum and maximum salaries for student assistants who will be paid with <b>institutional (departmental) funds</b>. </div>
Job Code 900X07 Non Exempt	1 Year		\$11.50	
	2 Years		\$12.00	
	3 Years		\$12.50	
	4 Years		\$13.00	
<b>Work Study Student Assistant</b>	None	901X	\$11.00	<div style="border: 1px solid black; padding: 5px;"> This section is used to determine minimum and maximum salaries for student assistants who will be paid with <b>Federal Work Study funds</b>. <b>Caution:</b> <i>Work Study funding is limited. If the student will continue working after Work Study funds are exhausted, departmental funds will be needed to cover the additional salary paid as an Institutional Student Assistant.</i> </div>
Job Code 901X06 Non Exempt	1 Year		\$11.50	
	2 Years		\$12.00	
	3 Years		\$12.50	
	4 Years		\$13.00	
<b>Specialized Student Assistant</b>	None	900X	\$13.50	<div style="border: 1px solid black; padding: 5px;"> This section is used to determine minimum and maximum salaries for specialized student assistants such as students required to have certification in CPR, group exercise Instruction and personal training, student tutor, teaching assistant, learning assistant, lab assistant. See additional information below. </div>
Job Code 900X16 Non Exempt	1 Year		\$14.00	
	2 Years		\$14.50	
	3 Years		\$15.00	
	4 Years		\$15.50	

**Learning Assistants** largely assist with facilitating small group interaction (in group activities, tutorials, and clicker questions, for example), and other activities that capitalize on their skills in identifying and addressing student difficulties with conceptual content.

**Student Tutor** - Reviews classroom topics and assignments. Assists students with homework, projects, test preparation, papers, research and other academic tasks. Works with students to help them understand key concepts

**Student Lab Assistant** - Typical duties include setting up labs, preparing simple chemical solutions, cleaning equipment and answering student's questions during a lab experiment.

**Teaching Assistant** - help teachers prepare for lessons by getting materials ready, setting up equipment and arranging the classroom environment. May assist the classroom teacher with grading tests.

**Certified Student Assistant** - Group Exercises Instructors create and deliver fitness classes; ensures safety of participants.

**Institutional and Work Study Student Assistants** - operate standard office equipment. Filing; sorting and/or alphabetizing documents; copying; answering telephones; greeting visitors; assists with bulk mailing projects; pickups and deliveries.

### Accessibility Statement:

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