

**University of Utah**  
**Department of Educational Psychology**  
**Counseling & Counseling Psychology (CCP) Programs Assistantship**  
**FAQs**

**When are applications for Assistantships announced?**

In the spring semester, once the departmental budget has been finalized; this can range from late March to mid-April. The department posts all known assistantships at this time; however, some assistantship announcements may be earlier or later pending the source of their funding (e.g., recently awarded grants, assistantships from other places in the university).

**When are Assistantships awarded?**

Application deadlines are posted on assistantship announcements and we try to have decisions made as soon as possible. At times this may take up to 3 months, as we finalize the budget and identify other sources of funding to best ensure students who need an assistantship are accounted for.

**What is the application process?**

The program director will send an announcement and link to the application portal (Qualtrics), which will ask you to indicate your preferred assistantships, list previously held assistantships, and upload your current CV.

**Is specific experience or training required for Assistantships?**

Experience and training will vary by assistantship. Application announcements include details on the types of experience and training required for positions.

**What are the types of duties or expectations of assistantship positions?**

**Teaching Assistantships (TA)**

- **Time Commitment**: Dedicate 5-20 hours per week to assigned tasks and responsibilities. Hour commitment depends on the class you are assigned.
- **In-person attendance** and assisting in every class meeting. A big component of the TA experience is being able to gain pedagogical experiences (e.g., observation; co-lecturing; facilitating classroom dialogue, etc.)
- **Timely completion** of grading and support for various class-related activities (e.g., lectures, facilitating groups)
- **Regular meetings** with the instructor to discuss classroom logistics, grading, lectures, and other relevant tasks
- **End-of-Semester Availability**: Remain available through the end of finals week, avoiding travel plans unless discussed with the supervisor in advance

**Graduate Assistantships (GA) and Research Assistantships (RA)**

- **Time Commitment**: Dedicate 10-20 hours per week to assigned tasks and responsibilities
- **Communication**: Maintain regular contact with faculty supervisors to establish:
  - Task timelines
  - Project deadlines
  - Specific responsibilities
- **Flexibility**: Be prepared for varied tasks and deadlines, adapting to the needs of the research project or department
- **End-of-Semester Availability**: Remain available through the end of finals week, avoiding travel plans unless discussed with the supervisor in advance

**How do Faculty Evaluate Applications for Assistantships?**

CCP faculty review each student's previously held assistantships, preferred assistantships, and eligibility for specific positions. For example, the UCMHC (Clinic) Assistantship is open to students who have completed the Counseling Practicum experience. An assistantship at a Field Practicum site are only open to students in the third year or above. Faculty supervising particular assistantships (e.g., grant-funded research assistantships) are consulted during the application evaluation process.

**Can applicants apply for the same assistantship each year?**

Applicants can apply for the same assistantship each year but the chances of receiving it across consecutive years are low. We try to provide students with different assistantship experiences during their program in order to diversify the experience and training they receive. We also prioritize students in Years 1- 4 when the courseload is higher.

**What types of financial support and benefits are typically included in graduate assistantships?**

- Full-time assistantships (20 hours per week) include a **tuition waiver** for up to 12 credits per semester, excluding differential tuition and special fees.
- Students with a full tuition waiver (20-hour per week assistantship) are eligible for **subsidized student health insurance** (medical, dental, and vision).

**How does the Tuition Benefit Program (TBP) work?**

The TBP is administered by the Graduate School, which has detailed information on its website.. See <http://gradschool.utah.edu/tbp/tuition-benefit-program-guidelines/> for more information. Please also see the *Frequently Asked Questions* page at <https://gradschool.utah.edu/funding/tbp/faq.php>. It is important to note that to qualify for a tuition waiver, the student must have an assistantship or combination of assistantships equal to .50 FTE per semester (20 hours per week).

Students are required to be enrolled in at least 9 credits to meet minimum support levels. Students supported on assistantships should not be required to work more than .50 FTE (20 hours per week). Their total University of Utah FTE cannot exceed 0.74 (29 hours per week) if they hold multiple jobs on campus (including hourly research or tutoring positions). Students must also remain in good academic standing and maintain a 3.0.

**What is the difference between a GA, RA, and TA?**

The graduate school makes distinctions between assistantships; namely, GA = Graduate Assistant, RA=Research Assistant, and TA=Teaching Assistant. The distinctions are based on the role and function of the position as well as the funding source. Students should consult the graduate school website for specific information on the differences between these types of assistantships. See <http://gradschool.utah.edu/tbp/tuition-benefit-program-guidelines/#categories-of-supported-graduate-students> for information on *Categories of Supported Graduate Students*.

**Does the college restrict the number of semesters I can participate in the TBP?**

Yes, the College establishes tuition benefit caps for supported students. The Graduate School recommends 2 academic years of tuition benefits for master's students and 5 academic years of TBP for doctoral students. Academic year = fall, spring, and summer. Please see the graduate school website: <http://gradschool.utah.edu/tbp/tuition-benefit-program-guidelines/#restrictions> for information on these restrictions.

**What categories of Assistantships qualify for subsidized graduate student health insurance?**

According to the graduate school website: "*Subsidized insurance is available to TAs and RAs who are receiving a full 100% tuition benefit. They may hold both a TA and an RA position (with the total adding up to 100% tuition benefit) to qualify.*" Graduate Fellowships (GF) and Graduate Traineeships (TR) are not eligible for Graduate Student Health Insurance unless otherwise specified. Students should consult the graduate school website for more specific information. See <https://gradschool.utah.edu/funding/tbp/gship/index.php> for information on *Subsidized Graduate Student Health Insurance*.