



## Industrial Graduate Assistantships

The Industrial Graduate Assistantships (IGA) provide businesses and non-profit organizations with the opportunity to hire qualified graduate students on a part-time basis for up to two years. The university will match the employment with a full tuition scholarship. This is done through a grant process with the Office of Research Administration (ORA). The students are considered university employees while working off campus.

### *Benefits of an Industrial GA to your company might include:*

- Ability for the company to acquire high level of talent on a temporary basis
  - Can be used to evaluate individuals (try before you buy)
  - Can be used for short to intermediate term projects (up to 2 years)
- Provide the company with new insights, skills, and perspectives
- Increased cooperation between the company and the university.

### *Benefits of an Industrial GA to the University of Akron:*

- Tie academics to real-world experience for our students.
- Provide students with more scholarship opportunities.
- More high-quality students from the global market could be recruited to The University of Akron and then make Akron community their home.

### *Process for awarding an Industrial GA:*

To participate in the Industrial GA program, the company works with the Graduate Programs Office in cooperation with the related academic department. The company should begin the process and at least two weeks before the start of the semester to get all of the agreements and contracts ironed out.

1. The company will provide a detailed job description so that the department can determine if it is substantial enough to award an IGA.
2. The academic department and Graduate Programs staff will identify candidates for the company to interview.
3. The employer will conduct interviews and make a selection.
4. The employer will provide the Graduate Programs Office with a copy of the offer letter (offer letters can be emailed to [mweakland@uakron.edu](mailto:mweakland@uakron.edu)), on letterhead with address information, which should include
  - name of selected student
  - rate of pay being offered
  - length of contract: one semester, one academic year, or 12 months
  - name of the direct supervisor
  - job description – may be an attachment

5. The Graduate Programs Office will prepare the agreement in consultation with the Office of Research Administration which will send it to the company.
6. The signed agreement will be forwarded by the company to Rebecca Campbell of ORA.

**Important Notes:**

- The company cannot pay the student directly, but rather pays a grant to UA to cover the stipend:
  - Amount of compensation is the amount agreed to between the student and the company (note that there is sometimes competition for the best students/skill sets). A minimum of \$7500 per academic year, \$3750 per semester, or \$12,200 for 12 months is required but employers are encouraged to pay more if competition requires it.
  - In addition there are worker’s compensation charges of 3.1%.
  - UA then matches that stipend with a tuition scholarship for 15 credit hours per semester for the student.
  - Students are limited to 20 hours of work per week when classes are in session (16 weeks per semester.)
- Graduate programs will need to receive confirmation of the final agreement in order to prepare a scholarship contract for the student.
- If the IGA contract is processed before the 14<sup>th</sup> day of the semester, the student can be paid AND receive the scholarship.
- ORA will bill the company at the end of the each semester for the amount of the stipend and worker’s compensation.
- The student is required to write a paper on the impact of the IGA as it relates to their education and personal and professional development. This paper is submitted to the academic department chair and a copy sent to the Office of Graduate Programs.
- Students must have full admission to the university and be in good academic standing in order to receive an award. Provisionally admitted students are not eligible.

**Timeline:**

Term of Award	Initial Request for Resumes	Agreement Deadline	Semester Begins
Fall Semester	Up through July	By mid-August	Mid- to Late August
Spring Semester	Up through November	By mid-December	Early January
Summer Semester	Up through April	By mid-May	Mid-May to Mid-June (multiple sessions exist in summer)
12 Month – may begin any semester	See above	See above	See above

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