

## **Statement on Workload of Graduate Assistants**

The workload for graduate assistants and graduate research assistants is between 13.33 and 20 hours per week, depending upon the department in which they are employed. Documentation of the hours in which graduate assistants and graduate research assistants are employed may be found in departmental files.

## **Statement on Evaluation of Graduate Assistants**

Graduate assistants are to be evaluated at the end of each semester in which they are employed. This may be done using a process outlined at <http://www.westga.edu/~cogs/printable/GRARATE.PDF> or through procedures established by individual departments.