

Viterbi School of Engineering

Policy on Budgeting of Graduate Research Assistant Support

It is the goal of the Viterbi School of Engineering (Viterbi) that all PhD graduate students be fully supported while enrolled in the program. To achieve this goal, it is the policy of the Viterbi School that you budget all Graduate Research Assistants (GRAs) at the 50% level for twelve months when preparing proposal budgets. This corresponds to the academic year plus three summer months, and is the equivalent to meet the minimum amount a GRA is to receive as set by the USC Graduate School. The rates set by the Graduate School may be found here: <http://graduateschool.usc.edu/current-students/guidelines-forms-requests/#ga-handbook>. If you are budgeting at a lower rate but plan on providing the additional RA support via another award or through a TA-ship please provide a note in the “Notes” section of the proposal submission. If you do not believe you will be able to provide the support, a request for a lower rate will require approval from the Vice Dean for Research or his/her designate. Please send an email to the Director or Associate Director of VBA-RA with sufficient justification as to why the additional support cannot be found for the GRA; this is needed in order to obtain the necessary approval.