



UNIVERSITY OF CALGARY

Assignment of Assistantship Duties

Graduate Assistant (Non - Teaching) Temporary 1/12th Appointment

Graduate Assistant:

UCID:

Faculty/Department:

Researcher:

Semester of Appointment:

Category and Total Hours: 17 hours

If this is a Revised AoAD form, please indicate which sections have changed:

Description of Duties (Please provide a brief description below):

Estimated Distribution of Hours over the Semester

To access the hourly distribution calculator please go to: https://ucalgary.ca/hr/hiring-managing/recruiting-and-hiring/recruit-and-hire-employee/graduate-assistants
The intent of the 1/12th appointment is for short term assignments, such as filling unexpected vacancies, and is paid over the period of a month rather than distributed over the semester. Please enter the week(s) in which the hours are expected to be worked.

Table with 17 columns (Week 1-17) and 1 row (Hours)

Acceptance

By signing this, you acknowledge that you have reviewed the Assignment of Assistantship Duties form and that you agree it represents a reasonable distribution of all hours and responsibilities expected, and that it also complies with the Collective Agreement between the Graduate Students' Association and the University of Calgary.

Graduate Assistant: _____

Date: _____

Researcher: _____

Date: _____

Dep. Head or Equivalent: _____

Date: _____