

WORKSHEET FOR CALCULATION OF CONCURRENT APPOINTMENT MAXIMA (CAM)

Student's Name _____ Person ID Number _____
 Department _____ Prepared By _____

PART I DETERMINE FULL VALUE OF FELLOWSHIP OR TRAINEESHIP

1. Enter total value of Fellowship or Traineeship Stipend \$ _____
 - a.) Name of Fellowship/Traineeship _____
 - b.) Begin Date _____ End Date _____
 mm/dd/yy mm/dd/yy
 - c.) UDDS/Fund/Acct _____

2. Does the fellowship or training grant award include tuition and fees in addition to a stipend?
 - a.) If yes, enter zero. \$ _____
 - b.) If no: 1.) check relevant semester(s) and enter total amount of resident tuition and fees the student must pay from their stipend: _____ sem 1 _____ sem 2 _____ summer \$ _____
 OR
 2.) enter zero if a concurrent graduate assistantship in Part II or III is eligible for waiver of resident tuition. \$ _____

3. Subtract line 2 from line 1 \$ _____ 0.00
 If line 3 is \$19,032 (A) or \$15,570 (C) or **more**, proceed to Part II (Line 4).
 If line 3 is \$19,031 (A) or \$15,569 (C) or **less**, proceed to Part III (Line 5).

PART II PREDOCTORAL STUDENT RECEIVING AWARDS OF \$19,032 ("A" BASIS) OR \$15,570 ("C" BASIS) OR ABOVE

4. Enter Possible Concurrent Monthly Appointment(s)*

The maximum value is a 33.33% appointment for the following titles, or any combination of these appointment titles.
 The total concurrent appointment(s) must not exceed 33.33% total (i.e. 16.66% RA and 16.67% TA).

Calculations: Mo Amt = (% appointment) x (full-time monthly rate)

Yr Total = (Mo Amt) x (# of months on concurrent appointment)

	% Appt	Basis	Mo Amt	Yr Total
a.) up to 33.33% Teaching (i.e., TA, Project Assistant Appointment to include hourly grader, or Lecturer, at any institution of higher education) Where _____ Begin Date _____ End Date _____ mm/dd/yy mm/dd/yy (not to exceed Part I 1b end date) UDDS/Fund/Acct _____	_____	C __	\$ _____	\$ _____
and/or b.) up to 33.33% Research Assistant Begin Date _____ End Date _____ mm/dd/yy mm/dd/yy (not to exceed Part I 1b end date) UDDS/Fund/Acct _____	_____	A __ C __	\$ _____	\$ _____
and/or c.) up to 33.33% Project Assistant Begin Date _____ End Date _____ mm/dd/yy mm/dd/yy (not to exceed Part I 1b end date) UDDS/Fund/Acct _____	_____	A __	\$ _____	\$ _____
and/or d.) up to 33.33% student hourly Begin Date _____ End Date _____ mm/dd/yy mm/dd/yy (not to exceed Part I 1b end date) UDDS/Fund/Acct _____	_____	H __	\$ _____	\$ _____
e.) Add lines 4 a-d. This is the maximum combined concurrent monthly appointment value (not to exceed 33.33% in total)**.	0		\$ 0.00	\$ 0.00

Note: See next page of worksheet for Department Chair and Adviser signature fields.

PART III PREDOCTORAL STUDENT RECEIVING AWARDS OF \$19,031 ("A" BASIS) OR \$15,569 ("C" BASIS) OR BELOW

5. Enter Possible Concurrent Monthly Appointment(s) *

A combined appointment including the Full Value of the Fellowship or Traineeship, cannot exceed the value of a 75% Research Assistant.

Calculations: Mo Amt = (% appointment) x (full-time monthly rate)

Yr Total = (Mo Amt) x (# of months on concurrent appointment)

			<u>% Appt</u>	<u>Basis</u>	<u>Mo Amt</u>	<u>Yr Total</u>
a.)	up to 75% Teaching (i.e., TA, Project Assistant Appointment to include hourly grader, or Lecturer, at any institution of higher education)	_____		C	\$ _____	\$ _____
	Begin Date _____ mm/dd/yy	End Date _____ mm/dd/yy				
		(not to exceed Part I 1b end date)				
	UDDS/Fund/Acct _____					
<u>and/or</u>						
b.)	up to 75% Research Assistant	_____		A	\$ _____	\$ _____
	Begin Date _____ mm/dd/yy	End Date _____ mm/dd/yy		C		
		(not to exceed Part I 1b end date)				
	UDDS/Fund/Acct _____					
<u>and/or</u>						
c.)	up to 75% Project Assistant	_____		A	\$ _____	\$ _____
	Begin Date _____ mm/dd/yy	End Date _____ mm/dd/yy				
		(not to exceed Part I 1b end date)				
	UDDS/Fund/Acct _____					
<u>and/or</u>						
d.)	up to 75% student hourly	_____		H	\$ _____	\$ _____
	Begin Date _____ mm/dd/yy	End Date _____ mm/dd/yy				
		(not to exceed Part I 1b end date)				
	UDDS/Fund/Acct _____					
e.)	Add lines 5 a-d. This is the maximum combined concurrent monthly appointment value (not to exceed 75% in total)**.	0			\$ 0	\$ 0.00

6. Enter total from Part I, line 3

\$ 0.00

7. Add lines 5 + 6

\$ 0.00

8. The total value of the appointments that the student holds during a fellowship or traineeship award can not exceed the currency value of a 75% Research Assistant's rate as seen below.

\$ _____

For 2007-2008, 75% of the RA rate equals: **\$11,678 sem 1 (C) \$23,355 (C) \$28,548 (A)**

If line 7 is at or less than the values in line 8, then the combined graduate assistant awards are within UW-Madison policy.

If line 7 is greater than line 8, then either re-work possible monthly concurrent appointments or request an exception to UW-Madison policy from Graduate School, via the payrolling Dean's Office.

Approved _____
Adviser Signature

Date

Approved _____
Payrolling Department Chair(s) Signature(s)

Date

* LTE appointments are **NOT ALLOWABLE** as concurrent appointments.

** Graduate School approval is required for any other appointment. For example: graduate assistant appointments over 75%, academic staff appointments, and awards or employment of any kind not payrollled by the UW-Madison (i.e., internships, field work, student teaching). To request an exception to the UW-Madison policy, attach a written justification to this form and send to the Graduate School Human Resource Office, Room 307 Bascom Hall **via your Dean's Office**.

Worksheet must be retained in department's payroll files

October 2007