

UC Santa Barbara  
Policies  
Issuing Unit: Academic Affairs

Policy 1430  
Date: February 1, 1986

#### TEACHING ASSISTANT LOANS

##### I. REFERENCES:

- A. President Hitch's memorandum to Chancellors, dated July 26, 1967.
- B. Vice President Bannerman's memorandum to Chancellor Cheadle, dated September 20, 1968.
- C. Controller Frederickson's memorandum to Vice Chancellors-Business and Finance, dated December 12, 1968.
- D. Vice President Perkin's memorandum to Chancellors, dated June 23, 1972.

##### II. POLICY:

The Teaching Assistant Loan Fund was established to alleviate financial hardships experienced by Teaching Assistants during their initial period of employment. The Teaching Assistant Loan Fund is administered by the UCSB Office of Financial Aid.

##### A. Eligibility:

Students who are enrolled in full-time graduate programs at UCSB and who hold positions (for no more than one-half time) as Teaching Assistants or the various titles related by function and financial circumstance to Teaching Assistants are eligible for these loans. Teaching Fellows and Associates would be so classified, but not Readers.

##### B. Time of Eligibility:

Teaching Assistant loans may be issued to the recipient upon arrival on campus or 30 days before the first day of instruction, whichever is later. The last day to apply for a loan is the last day of the month in which the Teaching Assistant begins his/her initial period of employment. In most cases, this would be October 31st for Teaching Assistants who begin their employment in the Fall Quarter, January 31st for those who begin in the Winter Quarter, and April 30th for those who begin in the Spring Quarter.

##### C. Maximum Amount of the Loan:

Teaching Assistant loans may be up to a maximum of one month's pay, although availability of funds may require smaller average loans.

##### D. Interest:

Loans shall bear interest at the rate of 1 percent per academic quarter, beginning with the issuance of the loan. Additional interest shall be charged at the rate of 1 percent on balances remaining at the beginning of ensuing quarters.

E. Repayment of the Loan:

Loans are due three months subsequent to granting of the loan. The Manager, Business Services, via the Accounts Receivable Manager, is responsible for extending the period of payment to a maximum of nine months where the need is considered to be of a most compelling nature. In no case is the repayment period to exceed that of the period of employment, and in all cases, loans become due and payable upon termination of employment.

F. Notes and Arrangements:

All applicants will complete the standard "Application for Loan for Student Loan Funds" and will be informed of the normal three-month payment schedule. Accelerated payments are encouraged at any time. Requests for extension will be supported by a supplementary statement explaining the reason for the requested extension. Delinquent or extended loans may be collected by means of payroll deduction.

Please direct questions about these policies to [Meta.Clow@vadmin.ucsb.edu](mailto:Meta.Clow@vadmin.ucsb.edu). For questions or comments regarding the format of the above information, please contact [webcontact@ucsbuxa.ucsb.edu](mailto:webcontact@ucsbuxa.ucsb.edu).

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