Student Assistant Guidelines Summary

The following is a summary of the Student Assistant Guidelines including categories, job descriptions, hourly rates, working hours, etc.[1]

As of October 1, 2023

Category	Research Assistant (RA)	Teaching Assistant (TA)	Other（honorariums）[2]
Job description	Assist with research work	Assist with education or coursework	Assist with work necessary for operation of the Institute.
Hourly rate	Common to all courses **Category / Rate** 1 / ¥1,120 2 / ¥1,200 3 / ¥1,600 4 / ¥2,000 5 / ¥2,400 6 / ¥2,800 7 / ¥3,200 8 / ¥3,600		**Category / Rate** 1 / ¥1,120 2 / ¥1,200 3 / ¥1,300 4 / ¥1,400 5 / ¥1,500
Working hours	Working hours must be limited to 20 hours per week.		1. Working hours must be limited to 20 hours per week. 2. The student assistants who are engaged in only tutoring related work are allowed to work up to 28 hours per week.
Notes	Research assistants are subject to chapter 8 and 9 of the Tokyo Institute of Technology Employment Regulations for Fixed-Term Staff.		Working hours will be determined in accordance with chapter 8 and 9 of the Tokyo Institute of Technology Employment Regulations for Fixed-Term Staff if the student assistants are subject to the specific budget execution rules required by their projects.

1. For further information, please see the Tokyo Institute of Technology Guideline of Student Assistant.
2. If you have any questions regarding the "Other" category, please contact the Travel Services Group (ext. 2312).