

## **Explanation of ACA Hour of Service**

Graduate students at Rice University are primarily expected to devote their time to fulfilling the academic, curricular, and research requirements necessary to obtain the graduate degree. The student may be asked to perform tasks at Rice that fall out of the scope during the period of graduate study, and these may count towards the Affordable Care Act (ACA) hours of service.

### *Definition of student development:*

A graduate student's primary responsibility is his or her own research and/or studies. Time spent toward student development and scholarship does not qualify toward ACA hours of service, whether the activity was novel exploration or known, repetitive tasks.

### *Definition of hour of service:*

An hour of service at Rice University may qualify a student for the Rice Employer ACO Medical Insurance Plan pursuant to the Affordable Care Act if the service the student performs is outside of his/her responsibilities in completing the graduate degree.

Examples of student development:

- All research, scholarship, and practice activities, which may include skills that must be mastered (and therefore practiced) to complete the degree requirement.
- Maintenance of equipment and other routine activities that are necessary to do research.
- Set up for department events such as seminars or networking events associated with the broad departmental research agenda.
- Rehearsal, instrument practice, and performances.
- Organizing study groups, department events, seminars, and other mentoring activities that promote the development of the student.
- Departmental and academic meetings.

Examples of hours of service:

- Administrative work not related directly to research or the degree program including set up for department events such as seminars or networking events not associated with the broad research agenda of the graduate program.
- Tasks or work that does not involve, either directly or indirectly, the scholarship in the thesis or dissertation.
- Hours devoted to teaching activities where the student is the instructor of record.
- Summer school, or paid teaching assistantship opportunities.
- Hours devoted to teaching and grading activities where the hours are not more appropriately labeled student development.
- Library assistantship or other administrative assistance.
- IT assistance to maintain a departmental computer lab.

*The above examples are not all inclusive; please contact the Office of Graduate & Postdoctoral Studies for additional guidance.*