

Policy for Paying UGA Employees Stipends for Participation in Research

1. If the current UGA employee is a student (graduate or undergraduate) and they are NOT currently being paid for 50% time, then we can add the stipend to their payroll (up to the equivalent of pay at 50% time for the year). If this is the case, then there is a form attached that you will need to print out and have the subject complete and return to me. Please note, though, that this form should be turned in to me after you know for certain that you are finished with the subject for the calendar year and that the subject understands that once the form is submitted to me, they can not be a subject for any other Kinesiology research for the remainder of the calendar year.
2. If the subject is being paid at 50% time, then you can NOT use them as a research subject for the period that they are at 50% time (this applies to full time students only).
3. If the current UGA employee is a full time, 100%, employee, then we can not use this person as a research subject, unless they have only worked for UGA for part of the calendar year. Example: The subject stopped working for UGA in March as a full time staff employee, then we can use them as a subject after their last working day with UGA.

In order to pay subjects by adding to their UGA payroll, they have to be put on the grant's payroll for as long as it takes to pay them their stipends. Due to this, the grant needs to keep a record of how much we owe the UGA employee and we will add them to the payroll one time during the calendar year.

Please make sure that your potential subjects meet the requirements listed above BEFORE you use them, because if they do not, then we will not be able to issue them a stipend for their participation.