

December 16, 2021

Rajesh Kumar  
ASU ID #: 1219515401  
Electronically Delivered

Dear Rajesh,

We are pleased to offer you an appointment as a 25% Graduate Research Associate (RA) for the 2022 Spring semester in the School of Electrical, Computer and Energy Engineering. This position reports to Andreas Spanias and you will be responsible for: work on Quantum Machine Learning, providing weekly updates (2-3 slides), create software simulations, and presence in the lab 10 hours per week. This RA appointment is subject to the "Appointment Terms and Conditions" stated below. If you wish to accept this appointment, you must sign and return this document to [robina.sayed@asu.edu](mailto:robina.sayed@asu.edu) by December 20, 2021 otherwise this offer of appointment is automatically withdrawn.

Sincerely,

DocuSigned by:  
  
8B8E40399D38446...

Andreas Spanias  
Professor

### Appointment Terms and Conditions

#### Appointment Start/End Date

For this semester appointment, your start date will be 01/10/2022 and the end date of this appointment will be 05/15/2022.

If you fail to start your appointment on the designated start date, you will be deemed to have abandoned the appointment, and the appointment will automatically terminate. In that event, you forfeit the stipend, the tuition, award, and any other benefits that would have come to you because of the appointment.

#### Stipend and Payment of Stipend

This appointment provides financial support in the form of a stipend in the amount of \$4313.70 for the semester. This 25% FTE, 10 hours per week appointment (ASU's equivalent of a quarter-time opportunity) will be implemented through Arizona State University's payroll system, and your stipend will be paid out in installments on a bi-weekly basis. During this appointment, you will receive \$479.30 per pay period.

#### Tuition Award

As a 25% RA, you will receive a partial tuition award (reflected as RA/TA Remission on your student account). **You will be responsible for 50% of the Arizona base resident tuition costs. For the AY20xx-xx, this will not exceed \$2,930/\$5,860.**

The current semester value of the tuition award for students enrolling in 9 credit hours (standard number for ASU graduate students) is \$9,670 for international, \$8,842 for non-residents and \$2,930 for residents. Your award will be based on your actual tuition and will not exceed those charges. Additional credit hours may provide an additional benefit.

#### Health Insurance

This 25% appointment does not provide premium coverage for ASU individual health insurance. Please note, if you need health insurance, you may still select that option when registering for classes on myASU; if you decline, you will be without

coverage from the university. The University does not cover these premiums and/or premiums for any other insurance plan.

#### Financial Aid Impact

If you have applied for and/or received financial aid, acceptance of this assistantship may decrease your financial aid funding eligibility. Please consult Financial Aid and Scholarship Services if you have additional questions.

#### Limited Term Appointment

TA/RA appointments are, by definition, term appointments and do not create any expectation for continued appointment. Therefore, this appointment automatically expires at the end of the appointment term without further notice of termination.

#### Appointment Contingent on Funding Availability

The TA/RA appointment is contingent on the availability of funds to support the appointment which may terminate if funding is no longer available.

#### Taxes

Please note that your assistantship stipend will be subject to appropriate tax deductions, and it is your responsibility to understand the costs of benefits and tax implications of your appointment. If you have any questions about the tax implications of your appointment, please consult your tax advisor. ASU staff does not provide tax advice.

#### Fees and Program Tuition

Assistantships do not cover university mandatory fees, program tuition and/or fees for the academic year or summer sessions; these are your responsibility. For more information of the ASU cost of attendance visit

<https://students.asu.edu/standard-cost-attendance>.

#### Graduate Assistant (TA/RA) Program

Graduate Assistant Training provides valuable information and resources and is required for all new graduate TAs and RA's. Returning teaching and research assistants should visit their training portal to complete any new ASU training requirements.

The trainings are a combination of ASU required trainings as well as Graduate College trainings. Failure to complete the required trainings could result in the termination of your graduate assistantship.

To register for the Program, please visit <https://graduate.asu.edu/current-students/enrich-your-experience/professional-development/graduate-assistant-training-tara>.

#### Required Training

Before undertaking your responsibilities, (e.g., first day of classroom, lab or other student-facing responsibilities), you are required to complete the training modules outlined below.

The following trainings can be completed **between signing of the Appointment Letter and processing of TA/RA position in the ASU payroll system**:

Title of Training	Location of Training	Frequency of Training
<a href="#">Academic Freedom Orientation Lesson</a>	Web-based	Once
<a href="#">Community of Care: Welcome Sun Devils</a>	Canvas course	Once and each time it is updated
<a href="#">Everfi Violence Prevention program</a>	Canvas course	Once
<a href="#">Information Security Awareness Training</a>	CareerEdge	Annually

The following trainings should be completed **after processing of TA/RA position in the ASU payroll system**:

Title of Training	Location of Training	Frequency of Training
<a href="#">Arizona Public Service Policy</a>	CareerEdge	Once
<a href="#">ASU - Your Duty to Report &amp; Preventing Harassment and Discrimination</a> (Non-supervisor)	CareerEdge	Every 2 years

**School of Electrical, Computer and Energy Engineering**

P.O. Box 875706 Tempe, AZ 85287-5706

p: 480-965-3424 f: 480-965-3837 **web:** [ecce.engineering.asu.edu](http://ecce.engineering.asu.edu)

<a href="#">Community of Care Training for Employees</a>	CareerEdge	As needed
<a href="#">FERPA Training for Staff (for System Access)</a>	CareerEdge	Once
<a href="#">Fire Safety</a>	CareerEdge	Annually
<a href="#">Research and Academic Integrity</a>	CareerEdge	Once

#### Work Limits

The primary purpose of an appointment is to assist you in successfully completing an academic program. During the term of your appointment, if you are offered and would like to accept another appointment or employment opportunity at Arizona State University, you may not do so without first receiving written approval from your advisor (or committee chair), the Director of your unit, and from the Graduate College.

This 25% FTE appointment is for 10 hours per week. As a TA/RA, you may not work more than 50% FTE (20 hours per week) during the Fall and Spring semesters in all positions combined. TA/RAs may work up to 100% FTE (40 hours per week) during semester breaks and Summer semester appointments. However, TA/RAs may not average more than 62.5% FTE (25 hours per week) in the ACA calendar year (October through September). You will be terminated from your appointment if you exceed this limit and will not be eligible for reappointment for 26 weeks.

International students on F-1 or J-1 visas may not exceed 20 hours per week (0.50 FTE) during the fall and spring semesters, while they are concurrently enrolled. Please refer to current policies on the [ISSC webpage](#).

#### Intellectual Property Policies and Assignment of Intellectual Property

Data, including but not limited to lab notes, results of analyses, research notes, research data reports, and research notebooks, comprise a category of intellectual property covered by The Arizona Board of Regents (ABOR) policy 6–908 <https://public.azregents.edu/Policy%20Manual/6-908-Intellectual%20Property%20Policy.pdf>. By signing below and accepting this appointment, you understand and acknowledge that you are assigning and do hereby assign any right, title, and interest you have in any Intellectual Property you develop to Arizona State University.

#### Unit, Departmental, or Program-specific Terms

I understand that the unit in which this assistantship is assigned or the program in which I am enrolled as a student may have additional requirements or expectations. In addition, I will refer to the unit academic handbook for my program for additional policies and information. I understand I will work with my supervisor regarding specific assignments, to understand how I will be supervised, and the performance review process.

#### TA/RA Handbook

Please review the [TA/RA Handbook](#) for additional information and an overview of Arizona State University policies and support services pertinent to teaching and research assistants and associates.

#### Credit Hour Requirement

This appointment is conditioned upon your maintaining enrollment in a minimum of 12 non-audit credit hours each during Fall and Spring semester appointments, and a minimum of one non-audit credit hour for Summer semester appointments. Failure to maintain enrollment in the minimum required hours will result in the termination of your appointment.

#### Academic and GPA Requirements

This appointment is conditioned upon your being and remaining in good academic standing and maintaining a **3.0** GPA. Failure to maintain good academic standing or to maintain the required GPA will result in the termination of your appointment.

#### University Provided Email

As a RA, you are required to use the e-mail account and address provided by ASU. All communications from the University will come to you via your University provided e-mail address.

#### Applicable Laws, Rules, Regulations, and Policies

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p: 480-965-3424 f: 480-965-3837 web: [ecce.engineering.asu.edu](http://ecce.engineering.asu.edu)

This appointment is subject to all applicable federal and state laws, as well as all rules, regulations, and policies that are set by the Arizona Board of Regents (ABOR) and Arizona State University. These include, but are not limited to, the Student Code of Conduct and Disciplinary Procedures and the Prohibition Against Discrimination, Harassment, and Retaliation.

#### COVID-19 Vaccination Requirements

Under the recent executive order issued by President Biden requiring all employees of federal contractors to receive COVID-19 vaccinations, ASU expects all employees, including new hires, to be vaccinated unless they have an approved medical or religious accommodation. Proof of vaccination will be required by January 4, 2022. For questions about medical or religious accommodations, please [visit the Office of Diversity, Equity and Inclusion's webpage](#).

#### Voluntary Resignation

If you decide to leave your appointment prior to the end of the appointment term, you are required to submit a written letter of resignation to your advisor (or committee chair), the Director of your unit, and to the Graduate College at least one week in advance of the effective date of resignation.

#### Involuntary Termination of Appointment

This appointment may terminate based on lack of available funding, lack of need or insufficient work to justify the appointment, poor performance, unprofessional conduct, and failure to satisfy any term or condition of this appointment.

#### Financial Impact of Early Termination of Appointment

The early termination of your appointment, whether it results from your resignation or the involuntary termination of the appointment, may result in the forfeiture of the stipend, the tuition award, and any other benefits that would have come to you because of the appointment. In such circumstances, you will be charged for the full tuition amounts.

In limited circumstances when the involuntary resignation results from no fault of the student, salary will end as of the date of termination, but the full tuition award for the semester will remain in place.

#### Offer Acceptance

To accept this appointment, you must return this signed acceptance no later than December 20, 2021. This appointment offer is automatically withdrawn if your signed acceptance is not received by that date.

**By signing below, I certify that I have read, understand, and agree to all of the terms and conditions of the above-referenced appointment and I accept the appointment.**

Rajesh

Kumar

DocuSigned by:  
Rajesh Kumar  
CA15AEBBFBC465...

December 17, 2021

First Name

Last Name

Signature

Date