Office of Postdoctoral Affairs

Office of Graduate Studies
University of South Florida
What we do

- Serve as an informational resource for all USF Postdoctoral Scholars
- Host career development workshops and research activities
- Develop, maintain and enforce policies regarding postdoctoral scholars
- Aid departments in appointing, compensating and terminating postdoctoral scholars
USF Office of Graduate Studies

The University of South Florida Office of Graduate Studies serves as the center of leadership for graduate education at the University of South Florida. With our Colleges, Programs, and the Office of Research and Innovation, we offer a multitude of master’s, doctoral, dual-degree, and certificate academic programs in addition to research and teaching opportunities for graduate students. More About Us>

Federal Financial Aid Eligibility
Please read an important FAQ about satisfactory academic progress and its potential effects on federal financial aid eligibility. Follow this link for more information.

Professional Development Workshop Series
Many workshops are scheduled throughout the year on a variety of topics. Follow this link for more information.
Informational Resource- For Postdocs

Postdoctoral Scholar Handbook
Canvas and Elluminate Training
Loan Deferment
Responsible Conduct of Research Training (RCR)
Ombudsman Services
OPA Lending Library
USF Computer Loan
Postdoctoral Scholars Association
Office of Postdoctoral Affairs

Loan Officers can assist with loan requests. For more information, please visit the USF Federal Credit Union website at https://creditunion.usf.edu/computerloans.asp.

For more information, please visit the USF Federal Credit Union website at https://creditunion.usf.edu/computerloans.asp.
Informational Resources - Faculty and Administrators

- Postdoctoral Scholar Standards and Guidelines (for administrators)
- Offer letter templates
- Annual Evaluation Form
- Individual Development Plan
Office of Postdoctoral Affairs
Information for Administrators & PI's

Annual Evaluation Form - Sample

Individual Development Plan - Sample

Offer letters for funded positions (E&G, Auxiliary accounts, research grants, fellowships, training grants, etc) - eligible for benefits:
- 9180-08 Postdoctoral Scholar - Research
- 9194-08 Postdoctoral Scholar - Clinical
- 9195-08 Postdoctoral Scholar - Instructional

Offer letters for non-funded positions (paid directly from external funds, such as a country or corporation) - not eligible for benefits:
- 9180-96 Postdoctoral Scholar - Research
- 9194-96 Postdoctoral Scholar - Clinical
- 9195-96 Postdoctoral Scholar - Instructional

Postdoctoral Scholars Standards & Guidelines Handbook 2013-14
Appointments

- Use offer letter templates on OPA website
  - 9180 (Research), 9194 (Clinical), 9195 (Instructional)
- Minimum salary: $38,000
- Appointment must be at least one year and 1.0 FTE. Reappointments should be in one-year increments.
Benefits

- As of November 2013, postdocs are eligible for either the UnitedHealthcare or BlueCross plans.
  - Eligible for health benefits either through:
    - UnitedHealth Care (Gallagher Koster)
    - BlueCross BlueShield (People First)

- How this affects faculty:
  - Cost:
    - UnitedHealth Care: $1,730-7,200/year
    - BlueCross: $7,100-15,200/year
Terminations

- Termination notice should be at least 30 days.
  
  Note: J-1 holders may not search for employment in the US once their employment has ended at USF.

- Adverse terminations, no notice is necessary.
  
  (please coordinate with OPA)
NIH-NSF Survey of Graduate Students and Postdoctorates

- Collect demographic and funding data on graduate students and postdocs for NIH and NSF. Includes most departments, including Moffitt Cancer Center.

**Timeline:**
- Send notifications to department coordinators and instructions on new classifications (November)
- Departments confirm with survey company (RTI) that they are conducting the reporting (November 30th).
- All reporting should be completed by February 1st
- Survey is sent to RTI end of February.
# Peer rankings, 2012

<table>
<thead>
<tr>
<th>Rank</th>
<th>Institution</th>
<th>Peer Score</th>
<th>Faculty Score</th>
<th>Research Score</th>
<th>Cita Score</th>
<th>Total Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>61</td>
<td>Purdue U.</td>
<td>306</td>
<td>256</td>
<td>179</td>
<td>77</td>
<td>50</td>
</tr>
<tr>
<td>62</td>
<td>OR Health and Science U.</td>
<td>303</td>
<td>194</td>
<td>177</td>
<td>17</td>
<td>109</td>
</tr>
<tr>
<td>63</td>
<td>U. CA, Santa Barbara</td>
<td>300</td>
<td>300</td>
<td>183</td>
<td>117</td>
<td>0</td>
</tr>
<tr>
<td>64</td>
<td>Yeshiva U.</td>
<td>293</td>
<td>205</td>
<td>205</td>
<td>0</td>
<td>88</td>
</tr>
<tr>
<td>65</td>
<td>U. South FL, Tampa</td>
<td>289</td>
<td>114</td>
<td>99</td>
<td>15</td>
<td>175</td>
</tr>
<tr>
<td>66</td>
<td>Rutgers, State U. NJ</td>
<td>285</td>
<td>270</td>
<td>240</td>
<td>30</td>
<td>15</td>
</tr>
<tr>
<td>67</td>
<td>Brown U.</td>
<td>274</td>
<td>274</td>
<td>220</td>
<td>54</td>
<td>0</td>
</tr>
<tr>
<td>68</td>
<td>SUNY, U. Buffalo</td>
<td>264</td>
<td>194</td>
<td>173</td>
<td>21</td>
<td>70</td>
</tr>
<tr>
<td>69</td>
<td>U. CT</td>
<td>259</td>
<td>187</td>
<td>153</td>
<td>34</td>
<td>72</td>
</tr>
<tr>
<td>70</td>
<td>TX Tech U.</td>
<td>253</td>
<td>220</td>
<td>154</td>
<td>66</td>
<td>33</td>
</tr>
<tr>
<td>71</td>
<td>U. IL, Chicago</td>
<td>251</td>
<td>126</td>
<td>120</td>
<td>6</td>
<td>125</td>
</tr>
<tr>
<td>72</td>
<td>U. GA</td>
<td>245</td>
<td>205</td>
<td>202</td>
<td>3</td>
<td>40</td>
</tr>
<tr>
<td>73</td>
<td>Carnegie Mellon U.</td>
<td>241</td>
<td>241</td>
<td>168</td>
<td>73</td>
<td>0</td>
</tr>
<tr>
<td>74</td>
<td>LA State U.</td>
<td>238</td>
<td>215</td>
<td>202</td>
<td>13</td>
<td>23</td>
</tr>
<tr>
<td>75</td>
<td>FL State U.</td>
<td>235</td>
<td>235</td>
<td>206</td>
<td>29</td>
<td>0</td>
</tr>
</tbody>
</table>
NIH-NSF Survey of Graduate Students and Postdoctorates

Survey Information
Welcome to the 2013 Survey of Graduate Students and Postdoctorates in Science and Engineering (GSS).

Survey Overview
The GSS asks for counts of the following information by organizational unit (unit):

- Graduate Students
  - Part-time graduate students by demographics, including citizenship, ethnicity, race, and sex
  - Full-time graduate students by demographics, including citizenship, ethnicity, race, and sex
  - Full-time graduate students by financial support, including funding agency (e.g., NSF, NIH) and mechanism (e.g., training grant, fellowship)
- Postdoctoral Researchers (postdocs)
  - Demographics, including citizenship, ethnicity, race, and sex
  - Financial support, including agency (e.g., NSF, NIH) and mechanism (e.g., training grant, fellowship)
  - Type of degree (professional, PhD, or PhD-equivalent) and origin of degree (U.S. or foreign)
- Other Doctorate-Holding Nonfaculty Researchers
  - By sex and type of degree (professional, PhD, or PhD-equivalent)

Submissions
The 2013 GSS consists of two parts, with two separate deadlines. You may find it helpful to print a worksheet containing the table shells for Part 2 and a survey glossary.

Each respondent completing sections of the survey will be asked to estimate the time spent completing the survey.

Part 1: Update and Confirm Your Unit Listing
- Be sure to use a current version of the GSS Code List and CIF/GSS code crosswalk (revised in 2011)
- Identify all units in GSS-eligible fields at your school that have graduate students, postdocs, or other doctorate-holding nonfaculty researchers
- Identify and notify respondents who can report data for each unit in your list
- Submit Part 1 by November 30, 2013

Part 2: Obtain Counts and Submit Your Data
- For the units identified in Part 1, obtain counts of graduate students, postdocs, and other doctorate-holding nonfaculty researchers by the characteristics listed above

Close Window
NIH-NSF Survey of Graduate Students and Postdoctorates

- Importance: The number of postdocs are a choice metric for performance funding from the state.

- What’s new: Expanding postdoc categories to include other researchers including:
  - Research Associate (9166), Scientific Researcher (4710), Assistant in Research (9121), Visiting Assistant Professor (9003).
Contact info

- Eric Hoyer, Assistant Director of Postdoctoral Affairs
  - 974-0795
  - ehoyer@usf.edu
Finance-a-Bull
Office of Graduate Studies

The Office of Graduate Studies is pleased to announce the creation of Finance-A-Bull, an exciting new service for USF graduate students. This program provides students the opportunity to confidentially talk one-on-one with graduate peers in the business field in order to alleviate worries and better understand financial circumstances, while completing a graduate education. Finance-A-Bull offers assistance to graduate students with concerns regarding issues such as budgeting, loans, and financial planning. If you have questions about loan repayments or just need specifics relative to financing your graduate school education, the Finance-A-Bull staff is available to give you the information needed to enable you to make informed, wise decisions.

To engage the free services of Finance-A-Bull, you may schedule an appointment by sending us an email at finance.bull@usf.edu. Our office is located in the John and Grace Allen Administration Building (ALN), Suite 200. The office is open during the normal academic year but is closed for the summer (May 6th to August 22nd).


William Brock received a Bachelor of Science degree in business administration with a concentration in finance from the University of Florida in 2013. While at UF, William completed internships at Merrill Lynch and Teter Matching Service. He also secured summer employment at the Walton County Supervisor of Elections Office. Presently, William is enrolled in the MBA program at USF and will be awarded his degree at the conclusion of the 2015 spring semester. He was a member of USF's Finance-A-Bull team in its inaugural year and will continue to serve in that capacity during the 2014-2015 academic year.

GradSense is a free online service that will help you determine what the average salary will be for your career and how to budget for your student loans. Please visit http://www.gradsense.org/gradsense.

Related Articles
- TurboTax Helps Spread the Word on Student-Loan Repayment Options
- The Cost of a Ph.D.: Students Report Heavy Debt Across Many Fields

Back To Top
Finance-A-Bull

Email: finance.bull@usf.edu