

MCO Teaching Salary Policy 2023-2024

TEACHING SALARY POLICY

In accordance with departmental policy, an MCO graduate student who teaches a course to fulfill degree requirements and thus receives additional income as Teaching Fellowship salary may retain 50% of this teaching salary in addition to the annual stipend total of **\$45,696**. The remaining 50% is recovered by the department by way of stipend reduction as described below.

During the term in which a student is teaching, the monthly stipend is reduced by a maximum of \$1,545 per month. This amount is derived from the annual stipend supplement of \$18,552 (or \$1,545 per month) provided by MCO over the NIH annual stipend base rate of \$27,144 (or \$2,262 per month). **Because many MCO G1–G2 students are supported via the NIH Training Grant, the annual stipend may not be reduced below this NIH annual stipend base rate. Required teaching in the training program takes place during the years when students are ordinarily appointed to the Training Grant.**

Outlined below are some examples of how much teaching salary will be retained above the FY24 annual stipend of \$45,696.

Example 1: Large undergraduate course with independent section teaching and lab component, such as LS1a, LS1b (0.40 FTE):

Pay Scale	Teaching Compensation	Max. Stipend Reduction	Compensation Retained	Overall Support
Junior Rate (G2)	\$11,380	\$5,690	\$5,690	\$51,386
Senior Rate (G3+)	\$12,770	\$6,385	\$6,385	\$52,081

Example 2: Undergraduate course without lab component or only with discussion section, such as MCB 111 (0.25 FTE):

Pay Scale	Teaching Compensation	Max. Stipend Reduction	Compensation Retained	Overall Support
Junior Rate (G2)	\$7,112.50	\$3,556.25	\$3,556.25	\$49,252
Senior Rate (G3+)	\$7,981.25	\$3,990.62	\$3,990.62	\$49,686

PAYROLL SCHEDULE

Stipend payments are disbursed on the 1st of each month; *teaching salaries are disbursed on the 15th of each month.

***Note:** The University will withhold taxes on teaching salary and a W-2 will be issued.

ABOUT STIPEND REDUCTIONS AND PAYBACKS

Once a student's required teaching is confirmed for the fall or spring term and the teaching salary disbursement begins on the 15th of each month, MCO will recover 50% of the stipend supplement going forward. Students will be guaranteed the receipt of \$2,262 monthly stipend (equivalent to the NIH stipend base rate) on the 1st of each month during the teaching term.

- MCO will recover the monthly stipend supplement up to a maximum of \$1,545 going forward until the teaching salary payback is met.
- Once the salary payback is met, the normal monthly stipend supplement will resume on the 1st of each month.

This payback schedule ensures base level support across terms – avoiding underpayments or overpayments as far as possible – and this mechanism provides the student with Harvard University documentation of the MCO payback agreement when filing income tax.

Exceptions

Students who receive substantial individual fellowships from **non-Harvard** sponsors are not subject to the teaching salary payback policy on these funds received in lieu of MCO or GSAS stipend support. Any additional (non-required) teaching is not subject to this policy but must be approved by the student's research advisor, DAC chair and Lindsay.

Questions

If you have any questions about your support or schedule of payments/paybacks, please contact Katie Scrocca at scrocca@fas.harvard.edu or (617) 495-2113.