College of Science & Engineering Teaching Assistantship Requirements

1. Have completed a bachelor's degree
2. Be accepted into a graduate program at Texas A&M-Corpus Christi
3. Be enrolled in at least nine (9) graduate semester credit hours (sch) at A&M Corpus Christi
4. Be in good academic standing at the time you are hired, and remain in good academic standing*
5. Enroll in SMTE-5104 “Seminar for Teaching Assistants” if this is your first semester as a TA**
6. Must complete several online training modules that are required by the University.
7. Attend the mandatory 1-day training. Training will be held the Monday before classes begin. Tentatively August 22, 2016.

By submitting a TA application, you understand and agree to the following:

- To abide by all the requirements listed above.
- Unless graduating at the end of the fall semester or in the event of an extenuating circumstance, you will serve as a teaching assistant for both the fall 2016 and spring 2017 semesters.
- You must reapply for a TA appointment each academic year.
- You must adhere to all qualifications and criteria for the A&M-Corpus Christi program in which you are enrolled. In other words, your assistantship is contingent upon you showing and maintaining "satisfactory progress" toward your graduate degree.
- Continuation of TAship is contingent upon satisfactory work performance from the previous semester; otherwise TAship may be terminated going into the new semester. TA performance evaluations are done every semester by your direct supervisor.
- As part of compliance with I-9 regulations, a representative of the university is required to view original employee eligibility documentation. For a pdf of acceptable employment eligibility documentation, select the "List of Supporting Documents" bullet on http://hr.tamucc.edu/i-9compliance.html. You should bring your chosen documentation with you on your first day.
- Offers to foreign nationals are contingent upon the employee obtaining and maintaining valid work authorization for United States Citizenship & Immigration Services.
- The graduate assistant (GA), research assistant (RA), and teaching assistant (TA) positions are security sensitive appointments, and employment is contingent upon an acceptable background investigation.
- All offers of employment are subject to the Regulations of The Texas A&M University System.

In addition, by submitting a TA application:

- You authorize TAMU-CC to perform a background investigation.
- You authorize TAMU-CC to release information on your assistantship to newspapers, employment newsletters, and the high school(s) and previous universities you attended.

If you fail to meet or maintain any of the above requirements, your assistantship can be terminated.

* Good Academic Standing is a GPA of 3.00 or higher (undergraduate GPA for incoming students; graduate GPA for continuing students)
** This course is 1 graduate sch and counts to your total 9 for the semester