**Graduate Assistantship Requirements**

1. A bachelor's degree is required.
2. Admission into a graduate program at TAMU-CC is a requirement.
3. Compliance with all qualifications and criteria for the TAMU-CC program you are enrolled in is necessary. Your assistantship is dependent on making “satisfactory progress” towards your graduate degree.
4. Enrolled in a minimum of nine (9) graduate credit hours at TAMU-CC during Fall and Spring semesters. Enrolled in a minimum of three (3) graduate credit hours at TAMU-CC during the Summer.
5. Be in good academic standing at the time of hiring and maintain good academic standing during the appointment period. \* For TA’s, failure to maintain good academic standing could result in non-renewal of appointment in the next academic year. For RA’s, failure to maintain good academic standing could result in termination of appointment at the end of the semester. Cases will be reviewed on an individual basis.
6. Your direct supervisor will conduct a review of your work performance every semester, and if your work performance is found to be unsatisfactory, your appointment may be terminated as the new semester begins.
7. Completion of university-required online training modules. ++
8. As part of compliance with I-9 regulations, a representative of the university is required to view original employee eligibility documentation. A list of acceptable employment eligibility documentation can be viewed through this link [Workday Process PDF](https://www.tamucc.edu/human-resources/new-employees/assets/documents/new-hire-checklist.pdf) page three, “List of Acceptable Documents”. Please bring your chosen documentation with you on your first day.
9. Offers to foreign nationals are contingent upon obtaining and maintaining valid work authorization from the United States Citizenship and Immigration Services.
10. This is a security sensitive position. Continued employment is contingent upon an acceptable background investigation.
11. Your employment is subject to the Regulations of The Texas A&M University System.

**Teaching Assistantship Applicants**

**In addition to the above, by submitting the TA application, you understand and agree to the following:**

* Completion of Mandatory Online Training; due dates TBD.
* First-time TAs **must** enroll in SMTE-5004 "Teaching Assistant Seminar"\*\*
	+ This is an online course with 3 in-person meetings. The meetings are TBD. All applicants will receive reminders through islander email close to meeting dates with time and location.
	+ Notice of any other changes to date, time or location will be sent to your Islander email.
	+ Non-attendance to the 1-day training and/or first SMTE 5004 session will result to termination of TA employment.
	+ Failure to attend the 2nd and 3rd or succeeding SMTE 5004 sessions will result to non-renewal or non-consideration for TA appointments in future semesters.
* You are required to provide accurate information on the application to the best of your knowledge.
* Compliance with all requirements listed on the second screen of the application is mandatory.
* You must submit a new application for a TA appointment for each academic year.

**In addition, by accepting an assistantship:**

* You authorize TAMU-CC to perform a background investigation.
* You authorize TAMU-CC to release information on your assistantship to newspapers, newsletters, and previous institutions 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
++ A list of these trainings will be made available when you complete the new employee packet. They are to be completed in TrainTraq.
\*\* This course is for zero credit hours. You will not be charged a tuition fee for it.