College of Science & Engineering Teaching Assistantship Requirements

1. Have a Bachelor’s degree
2. Accepted into a graduate program at TAMU-CC
3. Enrolled in a minimum of nine (9) graduate credit hours at TAMU-CC
4. Be in good academic standing at the time of hiring, and maintain good academic standing during the appointment period*
5. Completion of university-required online training modules**
6. Mandatory attendance to one-day training on August 24th at 8:00am in CS 101
7. First-time TAs must enroll in SMTE-5004 "Teaching Assistant Seminar”***
   a. This is an online course with 3 in-person meetings. The first will be on the August 25th from 10:00am – 12:00pm in EN 201. The next two will be October 6 and November 3 from 1:00pm – 1:50pm in TBD*. Notice of any change to dates, time or location will be sent to your Islander email.
   b. 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.

By submitting this application, I understand and agree to the following:

- That the information you entered is true to the best of your knowledge.
- To abide by all the requirements listed on the second screen of this application.
  o Click here for a copy of TA Requirement & Application Policies
- You must reapply for a TA appointment each academic year.
- You must adhere to all qualifications and criteria for the TAMU-CC program in which you are enrolled. Your Teaching Assistantship is contingent upon evident "satisfactory progress" toward your graduate degree.
- Your work performance will be reviewed every semester by your direct supervisor using the TA Evaluation form. TA appointments may be terminated going into the new semester, as a result of unsatisfactory work performance.
- 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 http://hr.tamu.edu/i-9compliance.html under “List of Supporting Documents” section. Please bring your chosen documentation with you on your first day.
- Offers to foreign nationals are contingent upon obtaining and maintaining valid work authorization from the United States Citizenship and Immigration Services
- This is a security sensitive position. Continued employment is contingent upon an acceptable background investigation.
- Your employment is subject to the Regulations of The Texas A&M University System

In addition, by submitting this application:

- 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.
^ Room assignments for Fall 2017 semester have not been finalized. The room will be listed in SAIL when the schedule becomes available for viewing on March 20, 2017.