

July 16, 2009

Congratulations you meet the minimum requirements to qualify for a Graduate Teaching Assistantship. To qualify you must have received a minimum score of 420 on the verbal portion of the Graduate Record Exam (GRE), be in good standing as a graduate student (3.0 GPA), carry a minimum of 12 graduate credits. You will be selected for courses on the basis of your grades, success in related courses and portfolio and the specific teaching faculty member's recommendation. **Please note that this year is the first year we have had such a large number of students in the graduate program. We will make every attempt to award students a TA position if they apply for one. In some cases if we are not able to award a full time award you may be given a partial award instead.**

Workload

As a fulltime GTA, you can anticipate approximately 12-15 hours per week of assigned duties. These 12-15 hours will be made up of TA work for 2 classes. Some courses require more work hours from TA's and the workload is based on the number of credit hours for the course. The department has determine the appropriate hour value associate with each course For example, ARCH 322- History has been determined to have a 9 hour value assign with it while ARCH 121- Intro to design has been determined to have a 6 hour value assigned to it. The combination of these 2 classed would be 15 hrs of teaching work and thus the student would receive a full tuition waiver. Please note that this year is the first year we have had such a large number of students in the graduate program. We will make every attempt to award students a TA position if they apply for one. In some cases if we are not able to award a full time award you may be given a $\frac{3}{4}$ time award instead.

Financial Compensation

- **In State Students-** You will receive a tuition waiver for 12 hours of in state tuition. The dollar amount associated with this tuition waiver is equal the price of in state tuition. **You are responsible for paying any Fees associated with registration. Your award amount is only for the amount of tuition.**
- **Out of State Students-** You will receive a tuition waiver for 12 in-state credit hours plus 6 out-of state credit hours. The dollar amount associated with this tuition waiver is equal the price of out of state tuition. **You are responsible for paying any Fees associated with registration. Your award amount is only for the amount of tuition.**
- **The financial compensation listed above is only for students who carry a full class load and who TA for approximately 12-15 hours of course work.** Students who do not meet these requirements will not receive the full awards listed above but rather will receive the appropriate amount of part time GTA funds. The partial tuition waiver schedules is as follow;
9hrs
Instate= 9 hrs in-state tuition waiver
Out of state= 9 hrs in state tuition waiver + 3 hrs out of state tuition waiver.
6hrs
Instate= 6 hrs in-state tuition waiver
Out of state= 6 hrs out of state tuition waiver

Miscellaneous

- **If you accept a GTA position, and this is will be your first time to TA you must attend a one-day GTA orientation the week prior to the first day of class. This is a mandatory meeting - you must attend the meeting if you wish to retain your GTA appointment. This year's mandatory meeting will be in late August but currently the time is TBA. You will receive an e-mail regarding this meeting as soon as the date is known.**
- Please keep in mind that many of the professors will want you to attend their lecture periods as well as grading assignments. When selecting courses that you wish to TA for please take into account your own schedule as to avoid time conflicts. **It is your responsibility to choose TA assignments based on your own class schedule.**
- Please note that if you receive financial aid, your loan awards may be adjusted due to your tuition waiver as it is seen as income. Please contact financial aid if you have questions.

How to Apply

Please go online to http://www.surveymonkey.com/s.aspx?sm=wnxxILP5uYybt8NOEPbQow_3d_3d and complete the application with the information required. **Please complete the online GTA application by August 10th so that you can be awarded on time for your fee bill to be paid.** When applying to TA for specific courses please indicate your 1st, 2nd and 3rd. **While every attempt will be made to award you your 1st choice please recognize that there are certain limitations that may require us to assign you to your 2nd or 3rd choice or to assign you to a course that you did not original select. These assignments are based on the teaching needs of the school.** In all instances, the faculty member teaching the course will screen all candidates applying to TA for that particular course and they will take part in the decision making process. Additionally your undergraduate grades will be factored in to your application for the courses you wish to TA for. For example, if you wish to TA for Structures and you received a B- or C+ in any of your Structures courses, you most likely would not be selected to TA for that course. Rachael Ortego will add your grades to

your application once it has been received.

The following are the Schools anticipated needs:
Graduate Teaching Assistantships:

Arch 121	04	12:00-1:00, W	7 GTA's at 6hrs per week Recitation + grading Ralph Johnson
ARCH 121	5&6	W 12-1 & W 9-10	1GTA at 6hrs per weeks Recitation + grading Ralph Johnson
Arch 151	01	8:00-10:00, MWF	3 GTA's at 9 hrs per week Must attend class/crits Tad Bradley
Arch 151	02	10:00-12:00, MWF	3 GTA's at 9 hrs per week Must attend class/crits Lindsay Schack
Arch 151	03	1:00-3:00, MWF	3 GTA's at 9 hrs per week Must attend class/crits Zuzanna Karczewska
Arch 151	04	3:00-5:00, MWF	3 GTA's at 9 hrs per week Must attend class/crits Bill Rea
Arch 241	01	TTH 11-12:15	3 GTA's at 9hrs per week Outside Grading and Lectures Tom McNab
Arch 241	01	TTH 2:10-3:25	3 GTA's at 9hrs per week Outside Grading and Lectures Tom McNab
Arch 243	01	8:00-8:50 MWF	Lecture + T 5-6 recitation 6 GTA's at 6 hrs per week Recitation + grading Bill Rea
Arch 261	01	M 5:10-6 + TR 8-950	2 GTA's at 9 hrs per week Attend lecture + lab day Zuzanna Karczewska & Henry Sorenson. The structure of 261 has changed to being team taught between Henry and Zuzanna. Students applying to TA for this course should have good hand drawing skills
Arch 261	02	M 5:10-6 + TR 10-1150	2 GTA's at 9 hrs per week Attend lecture + lab day Zuzanna Karczewska & Henry Sorenson. The structure of 261 has changed to being team taught between Henry and Zuzanna. Students applying to TA for this course should have good hand drawing skills
Arch 261	03	M 5:10-6 + TR 8-950	2 GTA's at 9 hrs per week Attend lecture + lab day Zuzanna Karczewska & Henry Sorenson. Lab handled by Jessica Jellison. The structure of 261 has changed to being team taught between Henry and Zuzanna. Students applying to TA for this course should have good hand drawing skills
Arch 322	01	TR 3:35-4:50	5 GTA's at 9 hrs per week Lectures + outside grading Jack Smith
Arch 363	01	TR 8-8:50 + MW 8-950	2 GTA's at 9 hrs per week Attend lecture + lab day. Steve Juroszek & Henry Sorenson. The structure of 363 has changed to being team taught between Henry and Steve. Students applying to TA for this course should have good hand drawing skills and good computer skills.
Arch 363	02	TR 8-8:50 + MW 11-12:50	2 GTA's at 9 hrs per week Attend lecture + lab day. Steve Juroszek & Henry Sorenson. The structure of 363 has changed to being team taught between Henry and Steve. Students applying to TA for this course should have good hand drawing skills and good computer skills.
Arch 363	03	TR 8-8:50 + MW 5:10-7	2 GTA's at 9 hrs per week Attend lecture + lab day. Steve Juroszek & Henry Sorenson. The structure of 363 has changed to being team taught between Henry and Steve. Lab will be handled by Josh Vernon. Students applying to TA for this course should have good hand drawing skills and good computer skills.