

Requirements for and Selection of Teaching Assistants in the ECE Department

Revised April 4, 2012

The requirements for eligibility to become a TA in the ECE Department are:

1. Applicant must be newly admitted or enrolled as a full-time graduate student or graduate student who has completed all coursework and is enrolled in continuous registration in the ECE Department for the semester for which they are applying to be a TA.
2. Applicant must know the subject matter of the course, including any required software tools, for which they are applying to be a TA.
3. Applicant must be willing to interact with and establish a good rapport with ECE students enrolled in the course for which they are applying to be a TA.
4. If the applicant has served as a TA in previous semesters, they must have good student evaluations to be considered for reappointment.

The pool of eligible TAs is established in the following manner and priority order:

1. U.S. citizens or permanent residents who have applied to the ECE graduate program and whom the ECE Graduate Committee would like to recruit, but who did not receive a GRA offer. Priority will be given to potential Ph.D. students. Standards for graduate recruiting vary from year to year, depending on number of applicants and availability of TA positions.
2. Current graduate students who have received only a one-semester GRA appointment for the year in which they wish to be TA for the other semester (up to four per year, with department head permission). This split funding can also be used to recruit new graduate students, in which case it would fall under the first priority, above. The students' advisor needs to plan for full student support by a GRA or Fellowship in subsequent years.
3. Current graduate student who is strong in a particular area and is recommended as a TA by faculty in that area.
4. Current graduate student who submits a TA application to the ECE Department Academic Advisor, along with their resume and course(s) of interest.

TA assignments to specific courses are made in the following manner and priority order:

1. A faculty member indicates a preference for a specific student as a TA, for a course that they will be teaching, from the pool of eligible TAs selected through the process described above.
2. The ECE Department Academic Adviser provides recommendations to faculty from the pool of eligible TAs selected through the process described above.
3. The ECE Department Head makes the final decision on who will be the TA for each course based on departmental resources and needs.