

## GRADUATE PROGRAM IN BIOMEDICAL SCIENCES

### Application for Teaching Assistant Position

Biomedical Sciences has three 50% TA positions available for each academic quarter. Blocks 1 and 2 TAships are appointed during the summer and fall terms combined (August – December). Block 3 TAs are appointed during the winter quarter (January-March). Blocks 4 and 5 are combined during the spring quarter (April-June).

Students should submit completed application as a PDF document to the Graduate Student Services Advisor, Hermila Torres at [hermila.torres@medsch.ucr.edu](mailto:hermila.torres@medsch.ucr.edu) and the Program Director, Dr. Seema Tiwari-Woodruff at [seema.tiwari-woodruff@medsch.ucr.edu](mailto:seema.tiwari-woodruff@medsch.ucr.edu).

Naming convention for application document: BiomedTA\_app\_first initial and last name.

Ex: *BiomedTA\_app\_JSmith*

Applicant's Name: \_\_\_\_\_ Email: \_\_\_\_\_

Current year in program: \_\_\_\_\_

Faculty Mentor: \_\_\_\_\_ Email: \_\_\_\_\_

**Reason for TA application:**

- To complete TAship requirement for PhD program
- Financial support need
- Gain more teaching experience
- Other: \_\_\_\_\_

**Preferred Teaching Block:**

BMSC 229/232: Blocks 1/2 Foundations of Medicine [**Summer/Fall**]

BMSC 233: Block 3 Foundations of Medicine [**Winter**]

BMSC 234/235: Block 4/5 Foundations of Medicine [**Spring**]

(put an **X** in the corresponding box to rank your preference 1-3, one being first choice)

Preference:	1	2	3
BMSC 229/232			
BMSC 233			
BMSC 234/235			

**Grades Achieved in First Year Curriculum:**

	Block 1	Block 2	Block 3	Block 4	Block 5
Grade					

Provide a list of previous TAing positions at UCR (include course and term); ex. *BMSC 233 W121*

**Student applicant signature:** \_\_\_\_\_

**Faculty Mentor Statement of Support:**

Provide a statement of support to help the committee evaluate financial need. Mentor can also address the benefits this role would have on their student's career preparation.

I support my student's Biomed TA application for the committee's consideration.

**Faculty Mentor signature:** \_\_\_\_\_

## Teaching Assistant Position Assignment

### Eligibility Criteria

- 1) Must be a Ph.D. student in Biomedical Sciences graduate program
- 2) Must have completed first year graduate program core course requirements by July 1
- 3) Must be in good academic standing
- 4) Must remain registered graduate student enrolled in 12 units during the academic year.

### TAships will be allocated as follows:

- 1) Students will request a TAship by completing the attached form in consultation with their faculty mentor.
- 2) TA applications will be reviewed by the graduate advisors, Block directors and the Graduate Advisory Committee (GAC).
- 3) Students who need to fulfill TA requirements will be given priority. Remaining TA positions will be assigned to eligible students in the Biomedical Sciences graduate program in consultation with the Graduate Advisory Committee (GAC).
- 4) Block preference will be taken into consideration however cannot be guaranteed.
- 5) TA assignments will be approved by the students' mentors prior to the TA allocations.

## General Teaching Assistants (TAs) Information

### General Duties

The Teaching Assistant is responsible for the conduct of recitation, laboratory, or quiz sections under the active direction and supervision of a regular member of the faculty to whom responsibility for the course's entire instruction, including the performance of Teaching Assistants, has been assigned. Additional duties will be assigned by instructor of record.

### Fee Remission and Graduate Student Health Insurance Plan Fee (GSHIP)

Appointees serving at 25% time or more for the full academic quarter receive the payment of the Graduate Student Health Insurance Plan Fee, as well as a remission of the Tuition and Student Services Fee. The other miscellaneous fees, such as the Student Center Fee, the Rec Center Fee, GSA Fees and Student Tech Course Materials Fee are typically paid by the student. A California nonresident would also be responsible for payment of the Nonresident Supplemental Tuition.

If students withdraw from the quarter or resign from the position and do not work the entire quarter, the remissions will be revoked and the student will have to pay that amount. If a student waives out of the Graduate Student Health Insurance Plan they are not eligible to have the \$1,280.56 that would have been remitted paid to them.

### Required Teaching Assistant Orientation

Each new TA is required to attend the Teaching Assistant Development Program's Orientation in the before they teach. More information can be found on <https://tadp.ucr.edu/ta-training/orientation>.

For more information on student employment visit, the Biomed Student Handbook <https://biomed.ucr.edu/biomedical-sciences-student-handbook#18>, or the Graduate Division's employment resources website <https://graduate.ucr.edu/academic-student-employee-ase>.