

Request to Assign a GTA to a Course Carrying Graduate Credits

Student Name (last, first middle) Comp ID (e.g. mst3k) SIS ID (office use)

Proposed Course

INCLUDE: course title, subject, catalog number, and section(s)

GTAs are not normally assigned to courses carrying graduate credit. Deans may grant exceptions for graduate students who have completed at least 18 credits in their discipline and who have substantial knowledge or expertise in the subject matter. In all cases, GTAs must demonstrate mastery of course content. Rationale for exceptions and the dean's approval must be documented and maintained on file in the dean's office. See UVA Policy for Graduate Assistantships: <https://uvapolicy.virginia.edu/policy/PROV-001>.

yes Proposed student has completed at least 18 graduate credit hours in the discipline they are teaching and has demonstrated mastery of content in the proposed course

no

Describe how proposed student has demonstrated a mastery of course material (e.g. has taken this course at UVA or a similar course at another institution and received a grade of B or better):

Duties to be performed by GTA:

APPROVAL

Name

Digital Signature

Supervising Faculty
(primary instructor of proposed course)

Program Graduate Director

Office of Graduate Programs