



Please complete this form and submit it with the first GTA 9183 assistantship agreement and for subsequent GTA 9183 agreements if the instructor assignment changes or the teaching discipline changes. For students with an earned master's degree in the teaching discipline, submit this form for subsequent GTA 9183 agreements only if the teaching discipline changes.

Teaching Qualifications - Graduate Teaching Associate (Job Code 9183)

Name: _____ EmplID: _____ Date: _____

Term(s) of Verification (GTA Appointment): Fall _____ Spring _____ Summer _____

Student will teach the following course(s) as instructor of record. Student must have met the educational requirements for SACS compliance. Note: Please verify that the final official transcript(s) are in ViewStar for all Earned Degrees.

Name of student's primary teaching discipline: _____ CIP of Discipline: _____

Earned Degree: _____ Year: _____ Institution: _____

Earned Degree: _____ Year: _____ Institution: _____

Total graduate hours completed in the teaching discipline: _____

If student does NOT have a master's degree in the teaching discipline, provide 18 hours of graduate course work in the teaching discipline.

Course Prefix	Number	Credit Hours	Grade Earned	Course Prefix	Number	Credit Hours	Grade Earned

Certification of Spoken English Competency: SPEAK test score (55 and higher): _____ Date of test: _____

Certification of Attendance at University GTA Training: Grader Assistant Associate

Instructor of Record Assignment

Course Prefix	Number	Section

Faculty Supervisor's Name: _____

Supervisor's EmplID: _____

Graduate Studies GTA Assessments: Current N/A: First appointment as GTA

For College of Engineering and Computer Science Only

Approval signature of the CECS Associate Dean is required before submitting the student's GTA 9183 agreement in the ePAF System.

Signature: _____ Return Email: _____

Dr. Charles Reilly, Associate Dean,
Academic Affairs Office, College of Engineering and Computer Science