



# CECS Fall 2024 Go for Launch Series: Spring 2025 Assistantships

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Presented by the CECS Graduate Affairs Office





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# College of Engineering & Computer Science



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The purpose of the **Go for Launch Workshop Series** is to effectively connect our **CECS graduate students with the institutional knowledge** to improve their overall understanding, deadline adherence, and to support the college's overall excellence.



## Overview

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**1** What are Assistantships?

**2** Benefits of an Assistantship

**3** How to Find an Assistantship

**4** Help me Get Hired

**5** Hiring Deadlines

**6** Maintaining Your Assistantship

**7** Questions



## What is an Assistantship?

- It is an admitted, **full-time student** who works under the supervisions of a faculty member or a research team assisting with various tasks related to a course, initiative, or research project. Online students cannot be hired on an assistantships.

## Types at UCF

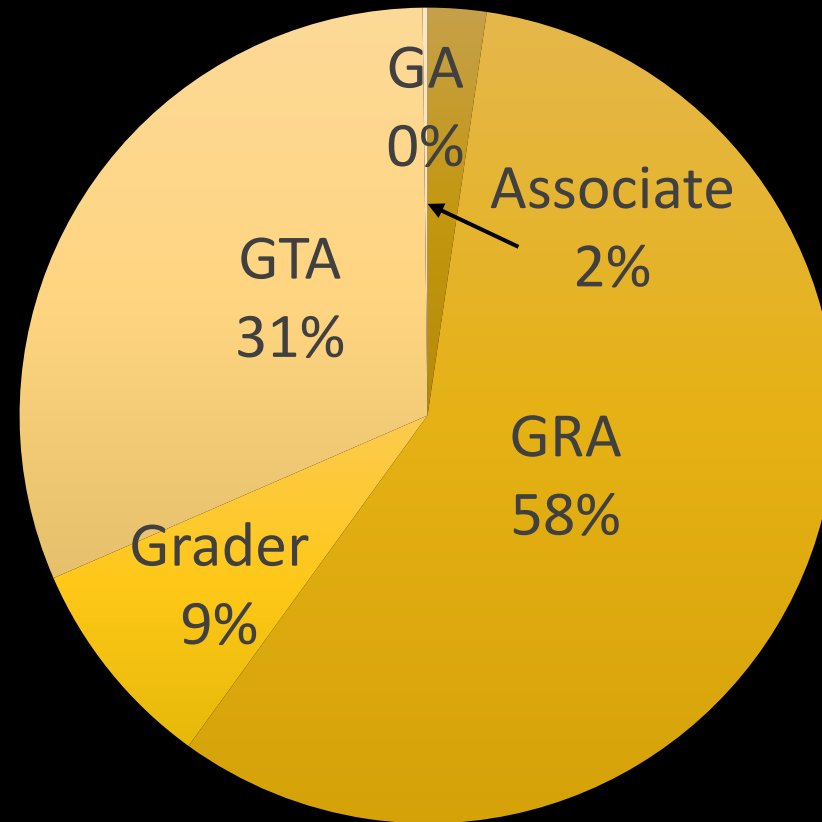
- Graduate Research Assistantships (GRA)
- Graduate Teaching Associate
- Graduate Teaching Assistant (GTA)
- Grader
- Graduate Assistant (GA)



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## Fall 2024 Graduate Student Hires

We Filled  
**517**  
Positions



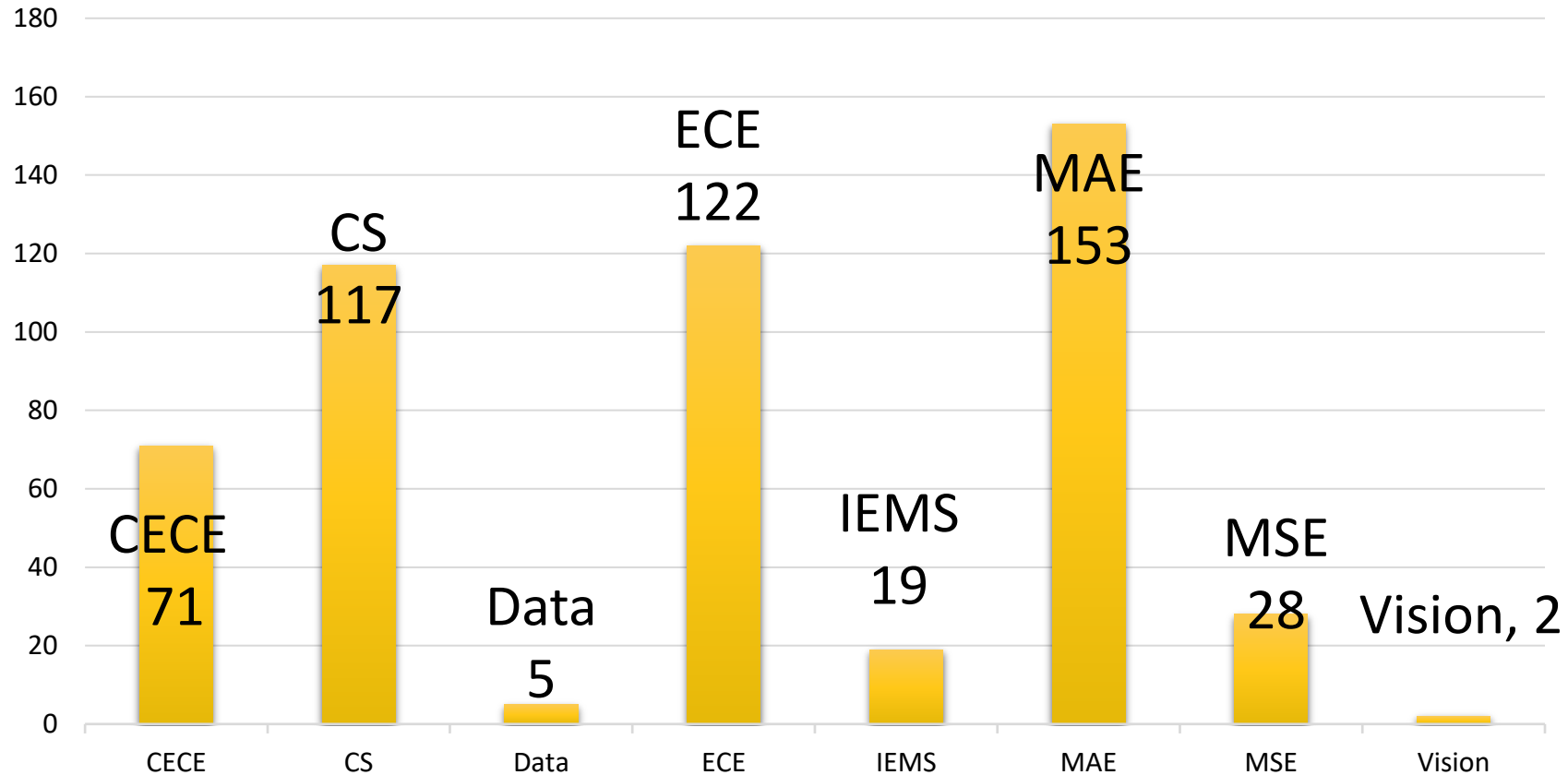
■ Associate ■ GRA ■ Grader ■ GTA ■ GA



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## Fall 2024 Graduate Student Hires





## Graduate Research Assistant (GRAs)

- A student who works under the supervisions of a faculty member or a research team and helps with various tasks related to a research project.

### Duties

- Running Experiments
- Creating Literature Reviews
- Running Statistical Test and Analysis
- Writing Research and Conference Proposals



## Graduate Teaching Assistants/Associates (GTAs)

- GTAs are a student who works along a faculty member with a specific class or lab.
- Teaching Associates are instructors of record and handle all course's teaching requirements with limited supervision.

### Duties

- Lecturing
- Office Hours
- Preparing Exams
- Grading, as Needed





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## Graders

- A student that assists with grading for a course.
- Does NOT have interactions with courses' students.

## Graduate Assistants (GAs)

- A student that assists in various on-campus offices, facilitates, or departments and assume different administrative or technical tasks depending on their unique role (Indeed, 2024).
- Duties may include administrative tasks like filing or answering emails. Other GA positions may help departments develop programs, perform outreach, or organize data.



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## Benefits of an Assistantship (0.5 FTE / 20 Hours)

- In-State Tuition Rate (out-of-state is waived)
- In-State Tuition Rate is Paid by your Hiring Unit
- UCF Sponsored Health Insurance
- Bi-Weekly Stipends
- **Work Experience**
- **Developing your Teaching/Research Skills**
- **Networking (Faculty Research Clusters)**



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## Finding an Assistantship

- Use [CECS Research/Support Positions](#)
- Search **Google Scholar** for UCF Faculty in your Research Field
- Review your Best [Undergrad/Graduate](#) Course Performances
- Ask your Advisor
- Network with your Current Professors and Students about  
Spring 2025 Vacant Positions



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## Getting Hired

- Approve the Initial Offer
- Approve the Final Offer
- Complete All Graduate Teaching Associates/Assistants/Graders [WebCourse Training\(s\)](#) before Spring 2025 Begins
- If Required, Complete [the Versant Exam](#)
- Submit Any and All Documentation to [CECSHR@ucf.edu](mailto:CECSHR@ucf.edu)
  - #1. Influence Screening (if applicable)
  - #2 Background Check (new hires)



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## Hiring Deadlines

- Influence Screening Students: September 27, 2024
- GRAs: October 25, 2024
- GTAs: November 8, 2024
- Offer Acceptance: November 22, 2024

## Influence Screening Students

- International MS Students Hired as GRAs
- PhD students Admitted before Fall 2022 and not previously hired as a GRA



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## Maintaining Your Assistantship Position

- Enroll Full-Time
  - Even During Graduating Term
  - Even on CPT
    - Fall/Spring = 9 Hours
    - Summer = 6 Hours
    - Thesis/Dissertation Students = 3 Hours
- Termination Before a Contract Ends
  - Academic Misconduct
  - Excessive Absences
  - Misconduct in Assigned Duties
  - Breach of the UCF Golden Rule ([Code of Conduct](#))



“We remain committed to unleashing potential in people, organizations, ideas, and the communities we serve. That charge inspires us and illuminates fantastic possibilities ahead.”

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*Dr. Alexander N. Cartwright  
UCF President*



## Review

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## References

*What Is a Graduate Assistant? Duties, Benefits and Tips | Indeed.com*, Indeed Editorial Team, 15 Aug. 2024, [www.indeed.com/career-advice/finding-a-job/what-is-graduate-assistant](https://www.indeed.com/career-advice/finding-a-job/what-is-graduate-assistant)

## Future Go for Launch Workshops

- Programs of Study: **TBA**
- Applying for Fall 2024 or Spring 2025 Graduation:

**September 27, 2024, 11:30**

- Spring 2025 Thesis Students: **October 25, 2024**

- Spring 2025 Candidates: **November 1, 2024**



[https://ucf.qualtrics.com/jfe/form/SV\\_a5a1o7MR26vSpmK](https://ucf.qualtrics.com/jfe/form/SV_a5a1o7MR26vSpmK)