Important Campus Offices

F. D. Bluford Library
(336) 334-7782

Bookstore
Brown Hall, (336) 334-7593

Career Services
101 Murphy Hall, (336) 334-7755

Counseling Services
108 Murphy Hall, (336) 334-7727

Financial Aid Office
100 Dowdy Building, (336) 334-7973

Help Desk
F. D. Bluford Library Basement Room 024
(336) 334-7195

Office of International Students and Scholars
221 Murphy Hall, (336) 334-7551

Police & Parking Services
Laurel Street Parking Deck
Police (336) 334-7711
Parking (336) 285-2027
Emergency (336) 334-7875

Office of the Registrar
107 Dowdy Building, (336) 334-7595

Sebastian Health Center
Nocho Street, (336) 334-7800

Office of the Treasurer
112 Dowdy Building, (336) 334-7721

AggieONECard
215 Memorial Student Union, (336) 334-7114

Office of the Registrar
107 Dowdy Building, (336) 334-7595

School of Agriculture & Environmental Sciences
Interim Dean: Dr. Donald McDowell
Webb Hall, (336) 334-7799

College of Arts & Sciences
Dean: Dr. Michael Plater
General Classroom Building, (336) 334-7806

School of Business & Economics
Dean: Dr. Quiester Craig
Quiester Craig Hall, (336) 334-7556
ext: 7014

School of Education
Dean: Dr. Ceola Ross Baber
New Education Building, (336) 334-7757

College of Engineering
Dean: Dr. Joseph Monroe
McNair Hall, (336) 334-7569

School of Technology
Dean: Dr. Benjamin Uwakwe
Smith Hall, (336) 334-7567

Computational Science and Engineering
Director: Dr. Ajit D. Kelkar
301 Fort IRC Building, 336-334-7437

Energy and Environmental Studies
Director: Dr. Keith Schimmel
301-A Gibbs Hall, 336-285-2335

Leadership Studies
Director: Dr. Alexander Erwin
Suite 100 Bluford Library, 336-256-2343

RESOURCES

Seven Principles for Good Practice: Enhancing Student Learning
www.udel.edu/cte/Tabook/principles.html

Essay on Teaching Excellence
http://0-152.8.104.106.sheba.net.edu/atl/pods/index1.htm

Motivating Students
http://0-152.8.104.106.sheba.net.edu/atl/pods/index9.htm

Teaching Techniques
www.udel.edu/cte/Tabook/techniques.html

Helping Students Learn - The Learning Process
http://0-152.8.104.106.sheba.net.edu/atl/pods/index14.htm

Course Planning Section: Alternative Strategies & Active Learning
http://ctl.unc.edu/hpl5.html

Common Teaching Situations - Teaching Problem Solving
http://depts.washington.edu/cidrweb/TAHandbook/ProblemSolving.html

What Can Graduate Students Do To Be More Effective TA's - Inclusive Teaching Resources
http://depts.washington.edu/cidrweb/inclusive-resources.html

Graduate Assistant Training
McNair Hall Auditorium
Tuesday January 6, 2009
8:30 a.m.— 12:00 p.m.

Sponsored by
North Carolina A&T State University
School of Graduate Studies

Explore. Discover. Become
Graduate Assistants are a vital part of the fabric of North Carolina A&T State University. The Graduate Assistant Training Program is intended to equip graduate assistants with essential information and skills required to effectively transition from student to paraprofessional. The Training Program also contributes to the training and orientation required of graduate assistants by the Southern Association of Colleges and Universities (SACS) and the University North Carolina System.

Graduate Assistantships
A Graduate Assistant must be fully admitted to the graduate program devoting full time study toward his or her degree. A Graduate Assistant may not hold non-degree, special or probationary status. There are three types of graduate assistants:

Graduate Administrative Assistant (GAA)
A Graduate Administrative Assistant's duties primarily involve assisting the University's administrative staff or that of a specific department with collecting, organizing and analyzing various administrative data. A GAA is most often involved in performing computer work, editing, recruiting and working on special projects.

Graduate Research Assistant (GRA)
A Graduate Research Assistant is one who assumes research oriented responsibilities which involves library work, computer programming, analysis, field work, laboratory experiments, scientific investigations, or other endeavors. GRAs are normally employed by the principal investigator of a funded research project.

Graduate Teaching Assistant (GTA)
A Graduate Teaching Assistant serves in an instructional role in a class or laboratory within a specific department at North Carolina A&T State University. GTAs may perform pedagogical functions, such as, preparing and grading tests, holding conferences, assigning course grades, or providing support for the faculty member in charge of the course. In all cases, the GTA works under the supervision of a faculty member.

International students applying for teaching assistantships must score a minimum of 550 on the TOEFL paper based test or 213 on the TOEFL computer based test.

To qualify for a GA appointment, a student must satisfy the following requirements:
- Pursue a degree at North Carolina A&T State University
- Register during the academic year for a specific number of hours prescribed by the department
- Maintain a 3.0 grade point average and make progress towards the graduate degree
- Satisfy other requirements of the employment department

All Graduate Assistants must sign a Personal Service Agreement (PSA) as a condition of employment. Graduate Assistants must be evaluated at least once a year. Each department is responsible for completing an evaluation form for its Graduate Assistants. You may obtain these forms from 120 Gibbs Hall or at www.ncat.edu/gradsch.

The School of Graduate Studies offers two orientation and training sessions during the academic year to prepare Graduate Assistants for their roles and responsibilities.