

## Doctoral Program Teaching Requirement

Practical pedagogical experience is a degree requirement in the doctoral programs in the Division of the Social Science. All Ph.D. students starting in 2007 and after must discharge the requirement as a condition for graduation.

- 1) The minimum requirement is the equivalent of 5 teaching assistantship assignments. The entire requirement must be discharged by the beginning of the 6<sup>th</sup> year of study.
- 2) Only teaching positions qualify: course internships in the College's core sequences, teaching assistantships, lectureships, preceptorships, graders and language lecturers and assistants, and writing interns assigned to courses. Positions as workshop coordinators, lab or research assistants, program administrators, etc. do not qualify, even if there is significant contact with students. Enrollment in a training program or seminar to prepare a student to take up teaching responsibilities does not qualify as part of this teaching requirement, unless designated by the Division. The teaching positions must be either in the College or in the Division of the Social Sciences. Positions in graduate courses in other divisions or in the professional schools do not qualify.
- 3) A lectureship is the equivalent of 2 TA assignments. A preceptorship equals a TA assignment quarter-by-quarter: a year-long preceptorship is the equivalent of 3 TA assignments. An assignment as grader, language or studio assistant is equivalent to one-half teaching assistantship.
- 4) The standard configuration for the teaching requirement is 2 assignments in the 3<sup>rd</sup> year of study, 2 in the 4<sup>th</sup> year of study, and 1 in the 5<sup>th</sup> year. However, students are free to discharge the teaching requirement on a different schedule, according to their needs and opportunities. Students are remunerated for teaching assignments as they take them. Students must meet the full requirement by the beginning of the 6<sup>th</sup> year of study.
- 5) Divisional/University fellowships incorporate the standard teaching configuration. Fellowship *stipends* are separate from any remuneration for teaching service. The fellowship stipend amount in the student's 3<sup>rd</sup> and 4<sup>th</sup> years of study will be the fellowship's prescribed level of support for the year less the amount then standard for remuneration for 2 TA assignments in each year. In the student's 5<sup>th</sup> year of study, the stipend amount will be the fellowship's prescribed level of support for the year less the amount then standard for remuneration for 1 TA assignment. Fellowship stipends will be disbursed on this schedule regardless of the student's actual TA assignment and remuneration.
- 6) Students may take no more than 6 assignments in an academic year, and no more than 2 assignments in any one quarter. Students must petition the Dean of Students in the Social Sciences to hold teaching positions that together will exceed the university's limit on the number of hours per week of employment in a given quarter.

- 7) Where a division or university fellowship is combined with an external fellowship, the division or university's portion of the fellowship stipend will follow the standard pattern of stipend disbursement that incorporates the teaching component, unless otherwise prescribed. Where the division does not provide any portion of a fellowship stipend, the full external stipend will be disbursed, but the teaching requirement (with remuneration) is still a condition of both good progress and graduation.
- 8) Students must have taken the equivalent of at least 3 TA assignments to be eligible for financial aid for the 5<sup>th</sup> year of study, including fellowship stipends, travel and research grants, and dissertation write-up fellowships. A student who holds a 'terminal' dissertation completion fellowship in the fifth year will not be required to discharge the remaining TA assignments. Students must have fulfilled the entire teaching requirement to be eligible for grants and fellowship support, including dissertation fellowships, beyond the fifth year of study.
- 9) Students who apply for pro forma status in the fifth year of study must have held at least 3 TA assignments and made adequate arrangements to take the remaining assignments upon their return from pro forma.
- 10) It is the responsibility of students to seek teaching assignments through standard processes in a timely manner. Neither the College nor the student's department assigns students to positions without application from the student.