Guidelines for TA and RA Appointments

The following guidelines were officially adopted by the Mathematics Department Graduate Program Committee, effective Autumn 1995.

Applications for TA/RA Appointments

Graduate students in the Mathematics program who wish to be considered for a TA or RA position must leave on file an Assistantship and Fellowship Application and three letters of recommendation. The applications are available from the Student Services Office in Padelford C-36.

The application must be renewed yearly by a simple request, in writing, stating that a TA/RA position is still desired. Graduate students holding 3-quarter appointments are exempted from this requirement.

Appointment Durations

Appointments are for 1, 2, or 3 quarters. Most appointments are made by June 15 preceding the start of the academic year. Occasionally appointments are made shortly before classes start in September. To be considered for one of these late positions an applicant must have presented himself or herself personally at the Student Services Office, Padelford C-36, two weeks before the start of Autumn Quarter.

Appointment Renewals

Renewals of TA/RA appointments are decided upon by the Graduate Program Committee during May for the following academic year. Renewal decisions are based on a student's satisfactory academic progress towards a degree as well as teaching effectiveness, as evaluated by the Teaching Assistant Supervisory Committee.

Promotions

Initial appointments are generally made at the TA level. Promotions to Predoctoral Teaching Associate I (PDTA I) are granted to students who satisfy the following criteria:

- earn 36 credits applicable to a Master's degree program;
- pass at least two preliminary exams;
- complete one year of residence at the University of Washington.

A “course pass” (grade of 3.8 or above in three successive quarters of the corresponding core graduate course) may be substituted for one of the preliminary exam passes.

Students who pass their general exam are promoted to Predoctoral Teaching Associate II (PDTA II).

Promotions take effect at the beginning of the quarter following the date that the requirements are satisfied.