APPLICATION: Graduate Student Instructor 2019-20

INSTRUCTIONS

All materials must be turned in electronically to: complitga@berkeley.edu, copying to: complituga@berkeley.edu by the stated deadline. Graduate Student Instructor appointments are offered at 50% during the regular academic cycle (fall/spring).

First-time applicants from departments other than Comparative Literature
If you have never taught in Comparative Literature before, you must submit:
- a writing sample of approximately six pages
- one set of previous teaching evaluations

For applicants to Lead/Solo GSI positions
Send a proposed course description and reading list ELECTRONICALLY to complitga@berkeley.edu. Attach a hard copy version of your proposed course description and reading lists to your application as well. These are due the same date that the GSI application is due. Your teaching application will not be considered complete unless this requirement is met.

FOR ALL APPLICANTS

Transcripts
Please print out and include a copy of your current Cal Central/unofficial transcript with this application. Be sure to have your record as up to date as possible (i.e., "I" grades removed, non-enrolled courses dropped, etc.). Applications will be considered for students carrying more than one Incomplete. However, you will not be awarded a teaching contract if you are carrying more than one Incomplete. This is an internal departmental regulation that is more stringent than that of Graduate Division.

Graduate Division/Comparative Literature’s General Appointment Regulations

- Students must be registered for the entire semester for which they hold a graduate student academic appointment and must be registered by the end of the third week of classes.
- Students must be enrolled in a minimum of 12 units by the end of the third week of classes and must maintain the minimum of 12 units for the entire semester.
- Students on filing fee status are not eligible to hold Graduate Student Instructor (GSI) appointments.
- Minimum GPA for holding an academic appointment is 3.00.
- Students holding GSI appointments in Comparative Literature may have no more than 1 incomplete grade in upper division or graduate courses.
- Students must be making satisfactory degree progress, which includes meeting program benchmarks, not being on academic probation or in lapsed candidacy, and meeting goals set by the faculty.
- All first-time ASEs must attend the New ASE Orientation sponsored by the campus’ Labor Relations Office the semester of their appointment. If the ASE fails to attend, he or she is ineligible for future appointments until this requirement is satisfied.
- GSIs required to complete the English oral proficiency test must take and pass the test before they can be appointed.
- New GSIs are required to attend the Teaching Conference for First-Time GSIs, complete the GSI Professional Standards and Ethics Online Course, and enroll in and complete CompLit 375 level semester-long pedagogical seminar on teaching.
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Monday, February 25, 2019 is the deadline for submitting this application to the Graduate Office (4120 Dwinelle). Be sure to read all instructions on page 1 before submitting this application.

Name: __________________________ Email address: __________________________

Mailing Address: __________________________

Telephone: __________________________ Student ID#: __________________________

Please list the actual or projected date (semester and year) of the following stages of your graduate career:

First enrolled as a graduate student at Berkeley: __________________________

Ph.D. Qualifying Examination: __________________________

Master’s Exam/Permission to Proceed/Second Year Review: __________________________

Advanced to Candidacy: __________________________

Teaching Experience

Please list all GSI appointments you have held as a graduate student in Comparative Literature:

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Please list all GSI appointments you have held in other departments:

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Have you enrolled in a reading/composition pedagogy course? (Circle one) YES NO

If yes, which department, course & when: __________________________

Which position are you applying for? (Check one)

First- or second-semester Comp Lit GSI (formerly called ‘TA’)

Lead GSI (Solo instructor or Team Leader - minimum two semesters experience teaching Comp Lit Reading and Composition courses)

If you have a teaching partner in mind, please list them here OR email complitga@berkeley.edu

_____________________________________________________________________________________________

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Comparative Literature offers teaching opportunities in Reading and Composition courses - R1A, R1B. Occasionally we will have openings in non-R&C Courses. Please list in order of preference which courses you would like to teach (R1A, R1B, Non-R&C):

First Choice: ___________________________  Second Choice: ___________________________

Which semester would you prefer to teach? (circle or highlight)  Fall 2019  Spring 2020  Both

Fellowship/Other GSI applications

Have you applied for fellowship or teaching in another department for the coming academic year?  YES  NO

If yes, which fellowship(s) and/or teaching position(s)? ____________________________________________

Did you receive an entering fellowship package guaranteeing you teaching for 2019-2020?  YES  NO

If yes, which fellowship? Departmental Fellowship or campus fellowship ____________________________________

Will you be receiving a fellowship that limits employment in the coming academic year?  YES  NO

If yes, please provide detail _______________________________________________________________________

Please tell the Committee if there are any extenuating circumstances that might impact your ability/willingness to teach for Comparative Literature if offered a teaching position in 2019-2020. Are you planning to take your qualifying examinations in fall 2019 or spring 2020? Are you looking actively to teach outside of Comp Lit to broaden your experience? Add an additional sheet of paper if necessary.

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