GEOPHYSICS DEPARTMENT

All Geophysics Ph.D. students are required to be appointed as a quarter time Teaching Assistant for at least two quarters. As defined in the Administrative Guide Memo 24.2, a Teaching Assistant works with a faculty member who has primary responsibility for a course, or assists a group of students in several courses. Teaching Assistants are required to do in class teaching, however they should not give more than 50% of the lectures during a quarter.

Duties include, but are not limited to:
1. Preparing for class sections and/or laboratories where new material may be presented.
2. Presenting material in classroom or lab setting.
3. Marking and/or grading some portion or all of the exams or papers (but not independently assigning the final grade).
4. Holding regular office hours.

STUDENT INFORMATION

Student Name

Student ID

Course

Quarter

Year

TEACHING ASSISTANTSHIP CERTIFICATION

☐ Attended VPTL Teaching Assistant Orientation
☐ Student taught at least one class
☐ Student held regular office hours

PROFESSOR VERIFICATION

Printed ____________________________   Signed ____________________________   Date ________