

# Graduate Student Expectations and Opportunities

Department of Human and Community Resource Development  
The Ohio State University

## Associateships (Research and Teaching)

- Work with professor or supervisor to whom you are assigned
- A **Graduate Student Performance Appraisal** form should be completed annually in May/June with input from the GA supervisor, advisor and faculty
- Department faculty encourage graduate associates to seek out opportunities to acquire teaching, research, outreach, grant writing and curriculum development experience during their graduate program

## Associateship Performance Expectations

- GAs are accountable to work 20 hours per week (@.50 FTE)
- GA work and office hours should be negotiated with the GA supervisor
- **Graduate Associate Position Description and Evaluation** form should be completed prior to the appointment start date
- GA positions do not accrue vacation hours

## Time Limit for GAs on Departmental Funds (pending performance & availability of funds)

- Masters = 2 years
- Doctoral = 3 years (combined masters and doctoral support limited to three years)

## Time Limit on Progress Toward Degree Completion

- Masters = 6 years from date of first course on degree program
- Doctoral = 5 years from successful completion of candidacy examination

## Teaching Expectations

- All candidates for a doctoral degree should have a teaching internship or documented experience (may be met by presenting guest lectures, departmental seminars, research paper presentations at conferences, etc.)
- Research Associates may relieve some teaching load of faculty, freeing faculty for research

## Research Expectations

- All candidates for a doctoral degree should have a research internship or documented experience (may be met by presenting a research seminar or submitting a research manuscript for publication)

## Support for Conferences

- Support may be provided (pending availability of funds) for full time graduate students at one regional/national research conference per year based upon the following rates:
  - ⇒ \$300 if paper accepted and presented by the graduate student (one/paper)
  - ⇒ \$100 for first year master's or doctoral student
- Students for whom reservations, etc., have been made are expected to attend those functions (if the student must cancel, or chooses not to attend the meeting(s) they must reimburse the department for those expenses)

## Office Supplies, Materials, Services, etc.

- Departmentally-funded GAs have access to departmental supplies, materials and services for work related activities. Such resources should not be used for individual student course work or personal use.