

SERSCA Graduate Assistantship Program Guidelines & Requirements

2023-24 AY Competition

Overview

The SERSCA Graduate Assistantship program is designed to provide opportunities for graduate students to work under the direct supervision of a Faculty Sponsor on research, scholarship, and/or creative projects.

*****Funding for the SERSCA program has been reduced this year. There will be only nine (9) Graduate Assistantships awarded for the 2023-24AY, and it is expected to be a competitive process.*****

Award

Each Graduate Assistantship (GA) is equivalent to ~150 hours of student employment at approximately \$16/hr. Each GA award will be made to a single individual and will amount to \$2,500.

Eligibility Requirements

To be considered for a GA award, each student applicant must be:

- currently enrolled as a graduate student at Stanislaus State;
- enrolled/active in program for Fall 2023 and Spring 2024;
- sponsored by a faculty member;
- full-time Stan State staff **are not** eligible

To be eligible as a Faculty Sponsor, a faculty member must be employed by the University as a faculty member/instructor for the duration of the project.

Application restrictions

- a faculty member may sponsor up to 2 students per academic year;
- students may only apply for one (1) GA award per academic year.

Program/Award Requirements

If awarded, both students and Faculty Sponsors must adhere to the following funding requirements:

- conduct regular meetings to discuss project goals, progress, and objectives;
- complete a final report upon completion of the project or no later than June 1, 2024.

Role of the Faculty Sponsor

The Faculty Sponsor has an integral role in the Graduate Assistantship award. The Faculty Sponsor functions as the direct supervisor of their GA student(s) and is responsible for the following:

- conduct regular meetings with GA student(s) to discuss project objectives, goals, and plans;
- monitor student(s)' work schedule throughout the duration of the award;
- notify SERSCA immediately of a returned or incomplete award;
- maintain supervision of the student(s) until project completion.

Application Instructions

All applications must be submitted through InfoReady and contain two parts:

Part 1 – Student Application. The student applicant should work with their faculty sponsor to carefully plan and discuss the project together prior to submitting their portion of the application.

Part 2 -- Faculty Sponsor review and approval. The faculty sponsor will be required to answer additional questions about the GA project and must submit their review by the deadline for the application to be considered for funding.

Application Deadlines

Description	Deadline
Application Submission	September 11, 2023 by 11:59pm
Notification of Award	September 20, 2023
Estimated Start Date	Estimated early October -- not until hired by Faculty Affairs
End Date	May 31, 2024

Review Process

The SERSCA team will review all submitted applications for completeness. All eligible applications will be reviewed by the SERSCA team.

The SERSCA team will consider the applications using the following criteria:

- application is well-written and conceived
- clear articulation of how the proposed project aligns with the student's future academic and career goals
- significance of the experience to the student;
- project impact based on whether the project is expected to result in one of the following:
 - completion of all or part of a culminating experience (thesis/dissertation/project)
 - presentation at an academic conference
 - publication
- clear articulation of the mentorship/collaboration plan and work plan, including projected work hours
- prior receipt of SERSCA GA funding (with preference given to first time GA applicants)

Notification of Decision

SERSCA will notify all applicants (via email) of the results of the GA competition.

Award Dates

While awarded GA students will be notified on September 20th, additional hiring steps are required to process the award (including documentation verifying eligibility to work in the U.S.). As this process can take several weeks, please be mindful that students **may not begin receiving award payments until given an official appointment letter has been sent to the student by Faculty Affairs**. All GA projects awarded during the 2023-24 AY competition must conclude by May 31, 2024.