



Rensselaer

OFFICE OF GRADUATE EDUCATION

Congratulations on receiving a **Rensselaer Teaching Assistantship!** We look forward to you joining our campus and community, and wish you every success in your growth as a scholar and educator. Because we want you to gain the most from your experience here, we require you to attend our TA Training Program and Graduate Student Orientation in August. **Institute and department activities will be scheduled from 8/19 through 8/28; please save these dates.**

The program provides you with training that will help you understand the details and the overriding importance of your role as a teaching assistant and graduate student. It also affords us an opportunity to welcome you and introduce you to the people and places of Rensselaer and the surrounding area.

Throughout the week, you will meet faculty members, graduate assistants, professional staff, and administrators who together facilitate all aspects of the program and make up the core instructional staff for the teaching skill development and problem-solving sessions. Because we also wish to convey the importance of knowing the “everyday” campus procedures and policies, we include discussions on academic guidelines, health services, academic computing, library usage, student records issues, and environmental health and safety. Other topics focus on social aspects of campus life, and include formal discussions on campus diversity, sexual harassment awareness, counseling, and advising.

The training program and orientation, and accompanying activities, enlighten and enliven your introduction to Rensselaer, and help to make the campus and vicinity a safer, healthier, better informed environment in which to live, work, and study. ***All new teaching assistants must attend regardless of prior teaching experience or previous attendance at Rensselaer.*** If you are unable to attend we may, regrettably, need to reassign your teaching assistantship.

I am looking forward to meeting you in August, and wish you the very best in your academic career at Rensselaer. Please feel free to contact me with any questions.

Sincerely,

Dennis Gornic
Associate Dean
Office of Graduate Education

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