

Graduate Program, Department of Communicative Sciences & Disorders

Graduate Research Assistant Responsibilities and Semester Plan

Student (Name, HawkID): _____ Semester/Year: _____

Supervisor (Name, email address): _____

Appointment	$\frac{1}{2}$ or 50% (half-time RA) =	20 hours/week	Is the student also a TA this term?
Level:	$\frac{1}{4}$ or 25% (quarter-time RA) =	10 hours/week	Yes No
(circle one)			

Role Description and Goals: _____

Estimated contact hours per week with Supervisor _____

Preparation and Training Expectations (if applicable) _____

Time and Progress Reporting (if applicable) _____

Communication Expectations (if applicable) _____

Research Product Expectations (if applicable) _____

Access to Support (if applicable) _____

Additional Information Specific to the Position (if applicable) _____

Deadline for submitting final product/evaluation/report _____

Evaluation procedure _____

Student: **I agree** to complete my weekly time commitment and to accurately report my time and work as specified in this document. Further, **I agree** to contact the supervisor as soon as possible when I must change my schedule or not meet a time commitment or deadline. **I understand** that repeated unexcused absences or failure to meet my commitment to this research as specified in this document may result in dismissal from this position.

Student signature and date _____

Supervisor signature and date _____

Email completed forms to the Graduate Program Coordinator