

**GRADUATE STUDENT INSTRUCTOR (GSI)
(Teaching Fellow, Associate In_)
DIVISION OF SOCIAL SCIENCES DOCUMENT INVERTORY FORM**

Student's Name

Department

Account Name/Number

Proposed Title/Step

Proposed Salary Rates (annual/quarterly):

Effective Dates:

Percent Time: 25% 50%

UCSC email address:

Prior and/or concurrent UC employment (department, dates, title(s):

Citizenship: Yes No

Visa type: "....." Expiration date of visa: _____

Sponsoring agency (if other than UCSC): _____

ADVANCED TO CANDIDACY? YES NO

IS THE PROPOSED GSI IN GOOD ACADEMIC STANDING? YES NO

TOTAL # OF QUARTERS AS A TA, TF, OR ASSOCIATE IN _____

**SUBMIT THE FOLLOWING DOCUMENTS TO THE DEAN'S OFFICE
by the end of the third week of the quarter prior to the quarter the GSI will be teaching:**

- Departmental Chair's letter recommending appointment addressed to the Dean.
- Updated Curriculum Vitae
- Graduate Division approval
- CEP Request Form (For students being reappointed to teach a course that CEP has previously approved submit only pages 1 and 5)

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For Dean's Office Use Only

Date file received from Unit _____

Appointment letter to candidate _____