**Chair Approval Form**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_has applied for a Graduate Assistantship in the Reinert Center for

(Insert Graduate Student’s Name)

Transformative Teaching & Learning. The Assistantship period is July 1, 2025 through May 31, 2026, and requires 20 hours of work in the Center per week (excluding holidays and university breaks).

**Background information**:

The Paul C. Reinert, S.J. Center for Transformative Teaching and Learning is a comprehensive teaching center, serving faculty, graduate students, and other educators at Saint Louis University. We offer a variety of instructional development and design services and programs, both for individual faculty/instructors and for departments/programs. Additionally, we sponsor and co-sponsor workshops on pedagogical topics, facilitated by Center staff, SLU faculty, and national/international experts in higher education. Additional information about the Reinert Center can be found at: <http://www.slu.edu/cttl>.

**Minimum Qualifications:**

To be eligible for this position, applicants must possess an earned MA or MS degree and must be enrolled as a full-time student in a SLU doctoral program for the award period (July-May). They must also be in good academic standing maintaining a minimum 3.0 GPA, be eligible to receive assistantship funding in their home department, and be eligible to work 20 hours per week, starting on July 1, 2025.

**Statement of Support:**

I support \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_application for a Graduate Assistantship.

(insert Graduate Student’s name)

I certify that this student:

(Please check the box for all that apply)

* possesses an earned MA or MS degree and is/will be enrolled as a full-time student in a SLU doctoral program for the award period (July-May)
* is in good academic standing maintaining a minimum 3.0 GPA
* is eligible to receive assistantship funding in his/her home department (# of **semesters** of funding remaining: \_\_\_\_\_\_)
* is eligible to work 20 hours per week, starting on July 1, 2025

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Department Chair’s signature | Date |
|  |  |
|  |  |

**Please return completed form to Mary Cook in the Reinert Center no later than March 17, 2025 at 5:00 p.m at** [**mary.cook@slu.edu**](mailto:mary.cook@slu.edu)**.**