

**Schulich School of Medicine & Dentistry  
Centralized Graduate Teaching Assistant (GTA) Assignment Process**

**Non-Schulich GTA Acknowledgement Form**

If a student is able to secure additional GTA hours outside of the Faculty, they must discuss this with their Supervisor, Graduate Chair and also the Associate Dean. The purpose of this form is to understand the role of the graduate student in the supervisor's lab, the additional commitment with working additional hours and also the impact to research output and expectations.

This acknowledgement form must be completed if a PhD or MSc student is offered and accepts a GTA position in another Faculty outside of the Schulich School of Medicine & Dentistry.

Name: \_\_\_\_\_

Student Number: \_\_\_\_\_

Graduate Program: \_\_\_\_\_

I have accepted a GTA position outside the Schulich School of Medicine & Dentistry for the upcoming academic year.

_____	_____	_____	_____
Course	Total hours	Start date	End date

I have also accepted a GTA position within the Schulich School of Medicine & Dentistry

_____	_____	_____	_____
Course	Total hours	Start date	End date

I understand that my GTA position in Schulich Medicine & Dentistry takes priority if any conflicts with the scheduling of duties arise.

I have had a discussion with my supervisor and my Graduate Chair about my total funding package with my new GTA position outside of the faculty.

\_\_\_\_\_  
Graduate student's signature

\_\_\_\_\_  
Supervisor's signature

\_\_\_\_\_  
Graduate Chair's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Associate Dean's signature

\_\_\_\_\_  
Date