Philip J. Amsterdam Graduate Teaching Assistant Awards
Submission Package Cover Sheet

*Please attach this page to the front of your submission package.*

Nominee Name

Nominee Title

Nominee Department

Dept. Chair/Program Dir. Name

This honor is awarded to Graduate Assistants (GAs) who will have had at least three semesters of GA experience by the end of the fall semester; Instructional Assistants are eligible for this award if their work has been in a teaching capacity. Nominated GAs/IAs must have outstanding evaluations from their students and their supervising professors, as well as outstanding academic work.

<table>
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<tr>
<th>Criteria</th>
<th>Location of supporting materials in package (page number)</th>
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<tr>
<td>1. Enthusiasm, effectiveness, and commitment to improvement of the teaching and learning process.</td>
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<td>2. Ability to engage and inspire students both within and outside the classroom.</td>
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<td>3. High standards of professionalism and collegiality.</td>
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<td>4. Commitment to the educational enterprise of the University.</td>
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Revised: 1/5/23
Nominee Package Requirements

All pages should be numbered and submitted in the following order.

- Submission package cover sheet
- Letter of support (1–2 pages) from a faculty mentor or supervisor detailing the GA’s accomplishments.
- Students’ comments on the GA’s semester feedback, with numerical ratings where available (maximum of 5 pages)
- Any other supporting materials the nominee wishes to include (CV, etc.)

The submission package may be a maximum of 15 pages (*not including this cover sheet*). Supporting materials beyond the 15-page limit will not be considered.

**Cover sheet, along with all supporting materials, will be submitted via InfoReady.**