

CUTF REQUIREMENTS

- A teaching fellow is formally advanced to doctoral candidacy, has demonstrated professional maturity and excellence as a scholar and teacher, and has at least two academic years (6 quarters) of UCLA TA experience, or approved teaching experience at a comparable institution. Teaching fellows may provide the entire instruction of a lower division course under the general supervision of the faculty member in charge of the course. Appointments at the Associate Level will be considered by exception.
- In line with these requirements, all CUTF Fellows must have advanced to candidacy by the beginning of Fall quarter in the academic year in which they are planning to teach. **For 2018-2019 fellows, this means advancement to candidacy must take place by September 24, 2018. Graduate student applicants cannot have been awarded a Ph.D. before teaching this seminar.**
- There must be a strong and viable mentoring relationship between the teaching fellow and a faculty member. Each faculty mentor is expected to offer guidance as the fellow designs and teaches the seminar. The department chair should ensure this mentoring relationship takes place.
- All CUTF fellows are **required** to attend a seminar during the Fall quarter prior to their seminar offering. **There are no exceptions.** Experienced academic administrators lead the seminar in Fall. This seminar helps the teaching fellows to refine their syllabi and the conduct of a lower division seminar will be discussed.
- All CUTF fellows **must** be enrolled in the quarter that they teach in order to qualify for fee remissions and health insurance.
- All CUTF seminars are scheduled and offered during the Winter and Spring quarters. CUTF Fellows are appointed as teaching fellows or teaching associates and must therefore satisfy the criteria for that appointment.