THE UNIVERSITY OF BRITISH COLUMBIA
College of Graduate Studies

The College of Graduate Studies
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# Dean's Approval for a Graduate Student to Teach

As per the College of Graduate Studies' Graduate Student Teaching Policy, all teaching appointments of a graduate student (outside of regular Graduate Teaching Assistantships) require the written approval of the Dean of the College of Graduate Studies **by the deadline posted in our database.***

*In exceptional circumstances, approval may be granted after this deadline, but prior to the start of the course, with approval of the Dean of CoGS.

**Student Name:** _____ **Student's Signature:** _____

**Student Number:** _____ **Student's Degree in Progress:** _____

**Student's Graduate Program:** _____ **Date:** _____

| Course to be taught: | Credits: | Year & Term of course offering: |
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Please select **all** appropriate boxes:

- ☐ The student has suitable academic credentials and experience to teach the above course(s).
- ☐ The student is making satisfactory progress in their program.
- ☐ The teaching appointment will be limited to one three-credit course per term, and will not raise the student's employment commitment to the University above the level of 12 hours per week.
- ☐ The student has not been granted an extension to their graduate program.
- ☐ This appointment falls within the maximum number of courses permitted over the duration of the degree (master's students in programs not offering a higher-level credential may teach a maximum of three credits, and doctoral students a maximum of nine credits, while pursuing their degree).

N.B. Doctoral students who have not advanced to candidacy are not eligible to teach. Indicate the date the student advanced to candidacy: _____

***Please review the terms and conditions of the CoGS' Graduate Student Teaching Policy before signing this form.***

## Approval

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|---|---|---|
| **Supervisor's Name** | **Supervisor's Signature** | **Date** |
| **Department Head's Name (for Course of Instruction)** | **Department Head's Signature** | **Date** |
| **Program Coordinator's Name (for Student's Graduate Program)** | **Program Coordinator's Signature** | **Date** |
| **Dean of Graduate Studies' Name** | **Dean of Graduate Studies' Signature** | **Date** |