

Criteria for Robins Awards Graduate RA/TA of the Year

In reviewing the portfolios of past nominees, the committee that chose the overall graduate RA/TA of the year found that excellent portfolios shared common characteristics. These were either in a binder or bound with tabs delineating sections. Nominees and nominators should review the following criteria for each award as part of the process:

Research Assistant of the Year

Cover page with name, department, graduate level (master's, doctoral)

- Curriculum Vitae
- No more than three letters of support (writers should use specific examples of RA's effectiveness)
- Statement by the candidate (two pages maximum)
- Summary of research projects, grants, presentations, and recent publications, with an emphasis on USU involvement
- Supporting materials (e.g., published articles)
- Students must be employed as a Graduate Research Assistant (GRA), Graduate Instructor (GI), or General Graduate Assistant (GGA) for the full year.

Teaching Assistant of the Year

Cover page with name, department, graduate level (master's doctoral)

- Curriculum Vitae
- No more than three letters of support (writers should use specific examples of TA's effectiveness)
- Statement by the candidate (two pages maximum)
- Syllabi from the current year
- One complete set of student evaluations with evaluation numbers including departmental and college averages (if available) in a separate listing at the front of this section
- Supporting materials (e.g., extracurricular activities)
- Students must be employed as a Graduate Teaching Assistant (GTA), Graduate Instructor (GI), or General Graduate Assistant (GGA) for the full year.