

## **FREQUENTLY ASKED QUESTIONS FOR THE GRADUATE TEACHING ASSISTANTSHIP (GTA) PROGRAMME**

### **1. What is GTA Programme Mechanism?**

GTA stands for Graduate Teaching Assistantship. A training initiative conceived, endorsed, and launched by the RUFORUM Vice Chancellors in 2014 in Maputo, Mozambique.

### **2. What is the aim of the GTA Programme?**

GTA aims at facilitating academic mobility which involves sending a university staff for training in other RUFORUM member Universities and also receiving staff to be trained on behalf of the sending university. Additionally, the initiative aims at strengthening inter-university collaboration in the field of higher education in Africa.

### **3. Who should apply for GTA Programme?**

The primary target for GTA is the permanent teaching staff members at any of the RUFORUM [Member universities](#) who have been nominated for PhD training by their respective university management.

### **4. Which universities are part of the GTA Programme**

All RUFORUM Member universities are eligible for this Programme.

### **5. Can I apply for GTA Programme if I work at a National Agricultural Research Institutions?**

No you cannot apply. As indicated in Q2 only staff members from the RUFORUM universities are eligible for GTA Programme.

### **6. If I am not a staff member of any of the RUFORUM member universities but I get short contracts to teach graduate students, can I still apply?**

No. you can not apply for the GTA Programme if you are not a permanent staff member even if you get short contracts to teach at the member university.

### **7. Who is a "Sending University" in the context of GTA**

A sending university is a RUFORUM Member university that has identified and nominated a staff member for PhD training under the GTA programme.

#### **8. What are the roles of the Sending university**

- Sending university grants the Graduate Teaching Assistant a paid leave for minimum of 3 and maximum of 4 years
- Sending university provides training expenses in accordance with the provisions of the university policy on staff capacity development allocations
- Sending university ensures consistent and timely funds disbursement of money to the Graduate Teaching Assistant.

#### **9. Who is a receiving/ host university in the context of GTA Programme**

It is the university that host the PhD training programme where staff members of other RUFORUM Member universities will study and attain the PhD from. The available training programmes for each year will be made available in the GTA Programme advertisement for that year.

#### **10. What is the role of the receiving university**

- Provides a tuition waiver (100%),
- Office space, and
- Accommodation for the students for minimum of 3 years and maximum of 4 years during the Graduate Assistantship Tenure.

#### **11. When is the deadline for GTA Applications?**

GTA calls are open throughout the year. The applications can be made anytime within the year.

#### **12. How to apply for GTA?**

The application procedure for the GTA is in four stages but can be done concurrently. All applicants should complete the three stages if they are to be considered for the GTA Programme. **The first stage** – the applicant must be nominated by their university. **Second stage** – The applicant should apply for admission for the selected PhD Programme at the selected/identified host University of Interest and ensure to pay for application fee for admission. **The third stage** – Once admitted, the GTA is required to register in the RUFORUM Information Management System (RIMS) for records purposes and progress report submission. RIMS can be accessed at <http://rims2.ruforum.org/>. **The forth stage:** Tripartite Contract endorsement, the contract is signed by the sending university, the GTA, the host university and RUFORUM.

### **13. When does one obtain feedback about the status of their GTA Tripartite Contract**

When all parties have endorsed, this process usually takes a month. After endorsement the RUFORUM Programme assistant will share the endorsed contract with all parties involved.

### **14. What is the role of RUFORUM in the GTA Programme**

The RUFORUM Secretariat role in the GTA Programme is largely providing the oversight in the implementation as well as brokering activities. Some specific roles will include;

- Sending announcements for the availability PhD training opportunities under the GTA
- Facilitating contract signing among the sending, receiving universities and the GTA beneficiary
- Monitoring the GTA progress and providing feedback to the sending universities.

### **15. What should I expect if am selected for GTA**

- Each successful GTA will contribute to the host university by participating in teaching during his/her training in the Department hosting the PhD Training programme
- No GTA may be employed by another organization, other than the sending and host university during their time of study.
- Each successful GTA will have to work closely with the Dean of Faculty of Agriculture and the contact person at their sending university to ensure that funds for training are made available on time.

### **16. How can I secure admission at the Receiving Member University/ What Process of admission should I follow?**

The GTA mechanism follows a normal application procedure for admission. Applicant should identify, apply and be admitted to the graduate program by the host University. Each advertised programme offered under GTA has a contact person who will guide you with the application procedure. The details of the contact persons are always listed in the advertisement for GTA for each year.

### **17. Which courses and programmes are part of the GTA Programme**

The GTA programme started focusing on agriculture and related sciences, but the Vice Chancellors of the RUFORUM Network agreed to open GTA to all possible programmes which the GTAs could enroll in. The potential candidates are encouraged to always cross check the most recent calls on GTA Programme. The calls are usually circulated through the RUFORUM Website and RUFORUM social media platforms.

