**JANUARY 2019** 



**VOL 4, NO 7** 

THE GRADUATE STUDENT NEWSLETTER

# New Student Center Opening TODAY!

Join us a 1:00 PM as we celebrate the GRAND OPENING of the new main campus student center! There will be food, building tours, and gifts! Read more, see a video, a check out great pictures <u>here</u> and join us later today!







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Thesis Or Dissertation Upload Deadline

This date is always in the Academic Calendar. Click on the Blue Link on the top of any academic calendar and you will be taken to the Application and Processing Calendar. The Thesis & Dissertation deadline is always listed there!

> <u>Spring 2019</u> <u>Summer 2019</u>





#### Research & Creative Achievement Week -Submissions Accepted January 7 - February 1, 2019

Plan to submit your abstract for a presentation at Research and Creative Achievement week now! Your research mentor can help! It does not have to be from a thesis or dissertation! We want to see what all of our students are doing - so submit an abstract today! Click on the RCAW link to review the RCAW website including formatting requirements, judging and workshops to help you improve your presentation skills. Strict deadline for abstract submission is February 1, 2019. Plan today!

Research & Creative Achievement Week

## Thesis/Dissertation Boot Camps during 2019

There are a variety of professional development opportunities for you in 2019 and you will be more likely to take advantage of them if you put them on your calendar now! If you are doing a thesis or dissertation and need more focused writing time, join us at Thesis-Dissertation Boot Camp which will be held three times in 2019. We need you to register so we are prepared for you. Click on the date to register!

<u>January 23, 24, 25</u> @ 1:00 PM, Joyner Library <u>May 8, 9, 10 @</u> 1:00 PM, Joyner Library <u>September 11, 12, 13</u> @ 8:30 AM, Laupus Library

## **Spring 2019 Career Fairs**

Part-Time Job and Internship Fair Featuring On-Campus and Off-Campus Employment

February 7, 20191:00 - 4:00 PMNEW Main Campus Student Center<br/>Bring your 1 CardMore info

#### Spring Career Fair and Spring Education Career Fair

March 13, 2019 1:00 - 4:00 PM Greenville Convention Center (shuttles available) Bring your 1 Card <u>More info</u>



## IMPORTANT DATES & DEADLINES



JAN

11

JAN

15

JAN

21

First Day of Classes <u>Academic Calendar</u>

5:00 PM)

Academic Calendar

not paid by 5:00 PM.

State Holiday (no classes)

**Processing Calendar** 

Academic Calendar



Last day to withdraw from term-length courses or withdraw from school without grades by 5:00 PM today. <u>Academic Calendar</u>



Early Registration for Summer and Fall 2019 semesters begins at 1:00 PM. Grad students can register at 1:00 PM. <u>Academic Calendar</u>

APRIL	
18	

Last day to submit a thesis or dissertation for Spring 2019 graduation *Processing Calendar* 



State Holiday (no classes) <u>Academic Calendar</u>



Last day to submit an abstract for a presentation at Research & Creative Achievement Week 2019

Last day of Course Adjustment Period

Schedules cancelled for Spring 2019 if

(no schedule changes after today at

FEB **1**  Last Day to Apply for Graduation for a Spring 2019 graduation date. <u>Processing Calendar</u>

If you are graduating, <u>apply for graduation NOW</u>!

MARCH 3-10

#### Spring Break

<u>Academic Calendar</u>



State Holiday Make-Up day. Classes which would have met on Friday April 19 will meet on this day instead. <u>Academic Calendar</u>



Classes end. Last day for faculty to remove incompletes from Spring 2018. *Academic Calendar* 



Commencement <u>Academic Calendar</u> <u>Commencement Information</u> If you are graduating, <u>apply for graduation NOW</u>!

Academic Calendars are always found at ecu.edu/fsonline/senate/fscalend.cfm

## **EMPLOYMENT & FUNDING**

#### LOOKING FOR CAMPUS EMPLOYMENT?

### Student Employment Office

How To Search For Positions

Visit the <u>Student</u> <u>Employment Office</u> <u>page</u> Click on the graphic: To View Current Student Positions Click Here!

You will be brought to this page: <u>Search</u> <u>Postings</u>

Under position type, highlight STUDENT

Click SEARCH to see all that is available

Typically, graduate students are eligible for self-help positions and assistantships.

Students may not work more than 25 hours per week for campus employers

### Graduate Assistantships Available on GradFunding Mailing List!

#### Gradfunding-l@listserv.ecu.edu

The Grad Funding listserv (mailing list) was created specifically for ECU graduate students who are seeking assistantships, scholarships, grants, or other type of graduate education or research funding. Faculty and staff are also welcome to join the listerv to become more aware of what is available for graduate students so information can be disseminated to newly admitted students, as well. Please encourage all your classmates and coworkers to sign up! You can unsubscribe at any time. It's an opt-in/optout mailing list! Please tell your friends!

TO JOIN:

1. Address an email to listserv@listserv.ecu.edu

2. Do not put a subject or signature block/file.

3. Type the message: SUBSCRIBE GRADFUNDING-L firstname lastname

4. Replace "firstname" and "lastname" with your own first and last name.

5. Send the email

Additional listserv functions can be found here.



## RESEARCH & FUNDING OPPORTUNITIES

### ProFellow.Com Workshops Scheduled for January & February in 2019!

<u>Profellow.com</u> is the leading website for information on professional and academic fellowships and funding awards for students, scholars and professionals at all levels. At ProFellow.com, you can access a free fellowship database listing more than 1000 funding opportunities, as well as articles on topics such as requesting powerful letters of recommendation, developing a strong personal statement, creative funding approaches, and more!

#### Jan 15 - Tuesday 11:00 AM - 12:30 PM Extraordinary Recommendation Letters for Funding & Grad School

#### January 30 - Wednesday 10:00 AM - 11:30 AM Intro to Fellowships & Funding Advice

#### January 18 - Friday

3:00 PM - 4:30 PM Interview Secrets for Funding Interviews

#### February 7 - Thursday

12:30 PM - 2:00 PM Creating a Killer Personal Statement For Funding or Grad School

#### All sessions are in JOYNER LIBRARY, ROOM 1008

This is the conference room within the Office for Faculty Excellence located on the 1st floor of Joyner Library, next to the University Writing Center and behind the Security station at the front door.

### Please <u>register</u> through the Office for Faculty Excellence website.

### Are you using Handshake?

Career Services has provided HANDSHAKE to the campus community! Join today and you will have access to career fairs, employment opportunities, and will be able to see assistantship advertisements too!

http://www.ecu.edu/career/

#### **Feeling Stressed?**

The Center for Counseling and Student Development is available for all students who feel like they need someone to talk to about stress, anxiety, or any other issue that is preventing you from doing your best. If you believe you need some help, please contact them today!

> http://www.ecu.edu/ counselingcenter/



#### Thinking about changing your program? The <u>Graduate Catalog</u> describes the policy for

The <u>Graduate Catalog</u> describes the policy for <u>Change of Program</u>. Start by discussing your situation with your current graduate program director and determine which other programs you would like to explore. Then, make an appointment to speak with the program directors of a potentially new program for you. Once you have made your decision, you will complete an online "Change of Program" form which can be found on the <u>Graduate</u> <u>School website</u>. Approvals happen online and you will be notified when your program officially changes.

### Time Limits for Completing Degrees

Each degree program has a time limit in which it must be completed. <u>The Graduate Catalog policy</u> on "Time Limits for Completing Graduate Programs" contains the specific information and all students responsible for reviewing this policy. Most master's degree programs have a 6 year time limit and most doctoral programs have a 10 year time limit, but this does vary by individual program so you need to check with your graduate program director to find out if they have a different time limit than the general ones described in the Graduate Catalog.

The time clock begins with the date of the first course that applies towards the degree. Thus, if you transfer in a course that you took 3 years ago at another institution, your timeclock resets back to that time. This could mean you are closer to the end of the time limit than you originally thought based on your start date at ECU. It is important for you to discuss time limits with your graduate program director, academic advisor, and research mentors. There is a request for an extension process, but the request is submitted by the program, not the student. Therefore, the program must fully support your request for a time extension. Review the policy and ask questions now so you don't have to retake any courses when you think you should be graduating!

Make sure to consult the <u>Graduate Catalog</u> on a regular basis!

## Graduating in Spring or Summer 2019?

The application for graduate graduation should be completed <u>at least one semester</u> prior to completion of the requirements of the degree or certificate. Application for graduation must be completed online through <u>PiratePort</u> in Banner Self Service. If there are curriculum changes after the student has applied to graduate or if the semester of graduation changes, it is the student's responsibility to notify the Office of the Registrar at <u>regis@ecu.edu</u> to have the graduation application updated. Students who complete the degree requirements after the last day of final exams in the intended term of graduation will be certified for graduation in a subsequent term. You must apply for a degree graduation and a certificate graduation separately, even if they are graduated the same semester

## SPRING 2019 IMPORTANT NOTES

### Last day to add or drop classes for Spring 2019 is Friday, Jan 11, 2019

## After Jan 11, all "drops" are course withdrawals and a W appears on the transcript.

If you have any concerns about your Spring 2019, now is the time to ask questions and finalize your schedule. It is the student's responsibility to make sure the schedule is accurate. Please check course name, number, section number, and the number of credits. If anything is in error, get it corrected this week. The <u>Cashier</u> is the office on campus where you can ask questions about your tuition and fees balance, payment deadlines, and fees associated with registering after your schedule has been cancelled for nonpayment. Their <u>Important Dates</u> document is always on their website and alerts you to the dates where your schedule is cancelled for nonpayment.

Need Help with Registration?

- Don't know what to take? Ask your program director
- Don't know how to register? Consult the <u>Registrar's</u> <u>website</u> and read their <u>instructions</u>
- Need to check your schedule? Use <u>Banner Self-Service</u>

### GPSS on Social Media!

Follow your Graduate & Professional Student Senate (GPSS) through social media to stay up to date on all the happenings and events!

Facebook: gpssecu

Insta: ECU.GPSS

Twitter: GPSSECU

gpss@ecu.edu

#### Do not assume your schedule was cancelled for non-payment.

Always check <u>Banner Self-</u> <u>Service</u> to review your schedule and follow the policies and procedures provided for you to officially change your schedule (or withdraw). You will be obligated to pay balances for courses not properly <u>withdrawn</u> or <u>dropped</u>.

## Find GPSS in OrgSync and Join!

https://orgsync.com/27914/chapter

Please make sure any student organizations that have graduate student members are registered with GPSS!

Student Organization Directory Submission Form



**TEACHING ASSISTANT ORIENTATIONS FOR 2019** 

# **New Graduate Teaching Assistant Orientation**

# Think you will have a teaching assistantship in the future? Already know that you will?

Join us to learn more about teaching at ECU as a graduate assistant! All are welcome!

- Click on the date you would like to attend to register!
  All sessions start at 8:30 AM and typically end by 3:00 PM
- Lunch is on your own.
- Complete agenda

January 11, 2019, New Student Center 206 May 14, 2019, New Student Center 206 August 12, 2019, New Student Center TBA December 16, 2019, New Student Center TBA Registration is appreciated! Click on the date to sign up!