

# Pirate Pearls

The Graduate Student Newsletter    Volume 3, No 1

July 2017

## Employment for Graduate Students

Graduate Students are often seeking employment on campus to help offset the costs of graduate education. There are opportunities for students in many places around campus. The first place to ask about assistantships or employment is always the program director for your program to determine how many hours a week of employment recommended in your degree or certificate program. Some programs have clinical or internship assignments too and those should be considered during a search for campus employment.

Students can review jobs posted on the [Office of Student Employment](#) website. Click on STUDENTS in the top left corner and you will get to the site where you can search for positions. This [is the main ECU employment website](#) and you will want to click on STUDENT POSITIONS. You will see a variety of positions including assistantship and self-help positions. Jobs listed as Federal Work/Study are for students who have been awarded federal work/study financial aid, only. You must speak with the Financial Aid Office to find out more about federal work study options for graduate students.

In addition, the Graduate School emails announcements about positions to the Graduate Student email listserv when available. Review your email carefully to identify these assistantship opportunities. In addition, positions will be advertised in this Pirate Pearls newsletter almost every issue! The newsletter will be in your ECU Email Inbox usually around the 15th of each month. You can also access previous issues on the [Graduate School website!!](#)

## What is the Graduate Catalog?

The Graduate Catalog is the main document guiding the policies and procedures of graduate education at ECU. It is the student's responsibility to consult the document and become aware of the policies and procedures. You can become familiar with it here:

<http://catalog.ecu.edu/index.php>

# Important Reminders & Deadlines

Academic Calendars are always found at <http://www.ecu.edu/fsonline/senate/fscalend.cfm>

July 27	Classes end for Summer II and II-week semester	<a href="#">Academic Calendar</a>
Aug 3	Last day to pay for Fall 2017 without a processing fee Schedules canceled today if not paid by 5:00 PM Eastern	<a href="#">Academic Calendar</a>
August 21	First day of classes for Fall 2017	<a href="#">Academic Calendar</a>
August 25 (FRI)	LAST DAY OF COURSE ADJUSTMENT PERIOD All adds or drops MUST be done by this date at 5:00 PM Eastern.	
August 29	Schedules canceled if not paid by 5:00 PM Eastern	<a href="#">Academic Calendar</a>
September 4	State Holiday (no classes)	<a href="#">Academic Calendar</a>
October 7-10	Fall Break; Classes resume Wednesday, October 11	<a href="#">Academic Calendar</a>
October 30	Last day to withdraw from a course without grades (W on the transcript). <a href="#">Academic Calendar</a>	
November 3	Early Registration for Spring 2018 begins 1:00 PM Eastern. (Register early to ensure tuition bills arrive early)	<a href="#">Academic Calendar</a>
November 22-26	Thanksgiving Break	<a href="#">Academic Calendar</a>
December 4	Last day of classes	<a href="#">Academic Calendar</a>
December 13	Last day for faculty to change grades to remove an Incomplete for graduate courses from Fall 2016.	<a href="#">Academic Calendar</a>

# Employment Opportunity



## EAST CAROLINA

### STUDENT DEVELOPMENT

## NOW HIRING STUDY HALL LEADERS

#### Requirements:

- ECU Grad Student
- Evening Availability
- 10-15 hr/wk commitment
- Completed application

#### Benefits:

\$14 / Hour

Enhance Leadership Skills

Build Your Resume'

#### To Apply:

Contact

Kathy Pittman  
pittmanka@ecu.edu

252-737-4076

254 Ward Sports  
Medicine Building

#### Responsibilities:

- Assist Freshmen Student-athletes with Transition to College
- Manage Nightly Freshmen Study Hall
- Determine Academic Support Needs for Individual Students
  - Maintain a Productive Study Environment

Looking for a job and way to stay involved in ECU?  
Join the Athletic Academic Support Staff.

# Research Resources

## Dissertation and Thesis Submission

Deadline for Fall 2017 - November 29, 2017, 5:00 PM Eastern

Each semester many students finish a thesis or dissertation on their path to graduation. After you defend your thesis or dissertation, your document needs to be approved by your committee and then uploaded to the Graduate School.

A signed version of the signature page, with all signatures except for that of the Dean of the Graduate School, is uploaded during the Vireo submission process during the Administrative Documents step. The Dean will sign the page AFTER you've completed the submission process and the Graduate School reviews the thesis/dissertation. The final thesis or dissertation document (as a PDF) must also contain an unsigned copy of the signature page.

Appendix A of each thesis or dissertation will contain any IRB or IACUC approvals; if your thesis or dissertation required IRB or IACUC approval, you must include approval memos in Appendix A or the thesis or dissertation cannot be approved. Also, students upload a signed ECU Non-Exclusive Distribution License (NEDL). The NEDL can be found on the Theses and Dissertation Information page of the [Graduate School website](#).

Students can find the VIREO link on the [Current Students tab](#) of the Graduate School webpage. The [VIREO page](#) includes a page of information including deadlines for each semester through spring 2018. This page also includes contact information where you can ask questions about deadlines, formatting, and copyright. All students doing a thesis or dissertation are required to upload their document using VIREO and this [helpful guide](#) will make it easier!

**DO I HAVE TO BE REGISTERED IF ALL I AM DOING IS FINISHING MY THESIS OR DISSERTATION? YES!!!!**

All students must be continuously enrolled each semester—and must be enrolled the semester of graduation. Please review the [Continuous Enrollment Policy](#) and talk with your program director if you have questions.



# Study Part-Time at the ECU Language Academy

[www.ecula.ecu.edu](http://www.ecula.ecu.edu)

The ECU Language Academy (ECULA) offers English for Academic Purposes classes for international students on the main ECU campus.

Beginning Fall 2017, ECULA classes are open to any second language speakers in the academic and local community wishing to study English part-time.

*Take a class—or two!*



## Classes That Part-Time Students Can Choose From:



### Grammar/Writing

Get your writing right! Ideal for students who have dissertation or publication requirements, or anyone looking for greater English accuracy.



### Reading/Vocabulary

Reading takes practice. This class focuses on academic texts & the vocabulary most often used in them. Great for people facing a standardized test.



### Oral Communication

Concerned about speaking, especially in front of a class or crowd? The presentation skills learned in this class will give you the confidence you need.



### Listening Comprehension

Train your ear to really hear! Practice testing your listening with authentic English language audio from academic & professional settings.

This is a great opportunity to improve your English for academic, professional or personal reasons. Perfect for:

- Relatives of ECU or Pitt students on F-2, H-2, or J-2 visas
- ECU students who need to strengthen specific skills
- Any second language speaker who simply wants to read, write, speak, or listen better in English!

## Why take classes part-time at the ECU Language Academy?

- Classes are interesting, fast-paced, & fun!
- All classes taught by professionals with Master's & PhDs
- You can improve your English to engage more fully in the Greenville environment
- Get involved; meet people on campus

Click the Links  
for more info!

We'd Love to See You In Our Classes!

[Start an Application](#)

[Visit the ECULA Website](#)

[Send a Question](#)



# EAST CAROLINA

## STUDENT DEVELOPMENT

### Requirements:

- Sophomore or above
- 3.0 or higher GPA
- 2 references
- Completed application

### Courses Needed:

- ECON
- GEOG
- GEOL
- JUST
- MATH
- PHYS
- Business/business pre-requisites

### To Apply:

Contact

Jennifer Bonner  
bonnerj@ecu.edu  
252-737-4076  
254 Ward Sports  
Medicine Building

**EAST  
CAROLINA**  
ATHLETICS

## NOW HIRING TUTORS

### Benefits:

Paid Hours - \$ 14 grads / \$ 10 undergrads  
Design Your Own Schedule & Weekly Hours  
Share Knowledge  
Improve Your Content Expertise  
Build Your Resume'

### Responsibilities:

- Provide Supplemental Instruction in Subject Area
- Assist Students in Mastering Course Material
- Offer Study Strategies Specific to Content

Looking for a job and way to stay involved in ECU?  
Join the Athletic Academic Support Staff.

# Campus Services

## The Department for Disability Support Services supports Grad Students

Disability Support Services (DSS) is committed to providing services that allow individuals with disabilities to have equal access to the programs and services of the university. This can include removal of physical, academic and attitudinal barriers that may impact an individual as they work toward completing their degree program. A large segment of our work is done with students who have “hidden” disabilities including learning, attentional and psychological impairments.

The most common accommodations provided in these situations can include testing accommodations, alternate formats of printed material and assistive technologies such as screen reading software. Any student, who has received accommodations in the past, is newly diagnosed or is experiencing difficulty is encouraged to contact DSS for a consultation.

We can be reached at (252) 737-1016 or via email at [DSS.dept@ecu.edu](mailto:DSS.dept@ecu.edu). Additional information is available at our website [www.ecu.edu/accessibility](http://www.ecu.edu/accessibility).

**Is your graduate student organization affiliated with the [Graduate & Professional Student Senate](#)? THEY SHOULD BE! This organization is THE VOICE for graduate student issues on campus! They have social events and a funding mechanism for graduate student organizations. [Check out their website](#) and make sure to contact their Board so your club can get involved! Let your voice be heard through the [GPSS](#)!**

# Campus Services

## Making Sure You Stay On Track....

We want you to graduate! We have policies and practices in place to help you do so. Here is a reminder of some of the regulations that could affect you. Don't forget to consult the [Graduate Catalog](#) whenever you have a question about your academic program!

### TIME LIMITS

All degree programs have time limits. Most of the time it is 6 years for a master's degree and 10 years for a doctoral degree. However, programs may stipulate fewer years and would state this in their student handbook. Make sure you confirm the time limit regulation for your specific program with your advisor or program director. The Graduate Catalog explains the regulation on [Time Limits for Completing Graduate Programs](#). Transfer credit may affect your time limit, so if you plan to transfer credits from another institution or ECU, please discuss this with your program director to ensure you will graduate within the time limit requirement.

### CONTINUOUS ENROLLMENT

[The Continuous Enrollment \(or Registration\)](#) regulation explains that a student be enrolled continuously until and including the semester of graduation. Students who are finished with all course work and are finishing a thesis, dissertation, or internship will still need to enroll in the semester of graduation, with very few exceptions. Make sure to review the regulation and consult with your program director if you have questions about your enrollment at any time.