Undergraduate Course Assistant - What are they and how do I become one?

<https://csci-1301.github.io/about#authors>

August 10, 2021 (09:14:21 PM)

Table of Contents

# What Is an Undergraduate Course Assistant?

In this course, an Undergraduate Course Assistant (UCA) is generally present in addition to your instructor. A UCA is a student, generally in the School of Cyber and Computer Sciences, who successfully passed CSCI 1301 and that is hired by the School to assist other students.

Their duties generally include:

* Helping the students during the labs,
  + To set-up their computers,
  + To find the right resources,
  + To understand their IDE’s error messages,
  + To investigate bugs with them,
  + etc.
* Helping the students outside of the lab (through email, teams, or office hours), for similar tasks as in lab, but also to get ready for an exam or a quiz,
* Reporting to the instructors any issue, mistake or confusion they noticed,
* Suggesting improvements to the resources shared with the students.

Their duties *can not* include:

* Understanding for you[[1]](#footnote-21),
* Helping you or even commenting on graded material *before* it was graded,
* Grading students’ work,
* Helping you with other classes,
* Helping you becoming a self-regulated learner and work on your schedule[[2]](#footnote-22).

# How Do I Become One?

A UCA is hired by the School upon recommendation of instructors, after discussion with our Academic Program Coordinator, and possibly our Director of Undergraduate Studies.

A UCA *must*:

* Be a student, that is, currently enrolled in courses, or, if during the Summer, being enrolled in courses for the next Fall semester,
* Pass our Human Resources background check,
* Have an interest in tutoring,
* Understand clearly the limits and boundaries to the help they can provide to students.

Additionally, if a student wants to help with this particular class, then the student must have successfully passed CSCI 1301 with a grade of B or higher

A UCA will:

* Be able to work up to 25 hours per week (an average of 10 hours per week is typical, but needs to be discussed with the instructor), paid $12.50 per hour, without other benefits,
* Be adequately trained to use our platforms and edit our resources,
* Be able to work on Campus and discuss their schedule with their referent instructor,
* Develop a stronger bond with the instructors, facilitating possible future reference or research projects.

So, in short: talk to any CSCI 1301 instructor if you feel like becoming a UCA.

1. Althought that may sound curious, we believe it is important to remind you of the fact that they can only *help* you understanding, but that you have to do your part! [↑](#footnote-ref-21)
2. That’s a job really well taken care of by the [Academic Success Center](https://www.augusta.edu/academicsuccess/)! [↑](#footnote-ref-22)