

Sporadic Notes Taken While at LPS Probabilistic Computing

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Goals: Know your people. Get to know Tim, Liesbeth, the assistant graduate professor Maria Gualdani (all things academic), your fellow graduate students (especially older grad students), your instructors and professors, and of course your advisor.

Know UT Resources (MyUT, math website, Graduate School website, Texas One Stop).

Know when to ask: ask/share before things become an actual issue or a burden or a problem.

Navigating UT Resources:

- MyUT: my.utexas.edu. Contains registration information sheet, registration times, how to register, etc. Finances: Direct Deposit, earning statements. Campus resources, IT to campus safety and public transportation. Look at **Tuition Bill** (deadline to confirm registration) and **What I Owe Page** to see what refunds you may get. Always look at the Tuition Bill.
- Want to do advising with the graduate advisor and grad coordinator during the first year at some point, will be advised prior to every semester in the first year.
- Math website contains student handbook, guidance on processes, topics courses, etc.

What is the Graduate Coordinator?

- Assists in anything related to administration.
- Provides info on policies and procedures pertaining to the University, Graduate School and math department
- Supports students in collaboration with the graduate advisor
- Seems absurdly friendly and wants to help everybody with everything so that's pretty sick
- Hybrid work schedule (2 days in-office, Tue/Wed – 3 days remote)
- Office: PMA 8.144 – open door policy i.e. if they're in office then the door is open.

Code for important room whose number I forgot is 13579#. It has paper and a printer and stuff.

Registering always follows the same pattern.

- Course schedule is published (mid semester) and you identify courses to take.
- You get advised
- You solve your registration bars (advising bar is one that Liesbeth lifts)
- Register for classes during the 1st or 2nd access period (1st period is preferred if possible, June/July for Fall October/...November(?) for Spring). Vital to register in first period if you're on fellowship funding.
- Visit Texas One Stop or MyUT to see payment options
- Wait until you see that all deductions have been applied to your bill
- Pay your tuition bill OR confirm by the deadline (If you have a ZERO DOLLAR bill, you **MUST still confirm registration!**)

What is your registration information sheet (RIS)? It shows

- Semester to register
- Personal info
- Student health Insurance plan
- Your **access time to register** (vital)
- Access time to add/drop courses
- Registration bars

Student Employment: (TA/AI/GRA)

- **Academic Graduate Students Employees (AGS)** appointment dates are Fall: 9/1 - 1/15, Spring: 1/16-5/31, Summer: 6/1 - 8/31
- Workday: UT's HR system. Onboarding and other requirements need to be done promptly.

Graduate Student Fellows

- Also in Workday as nonemployee (graduate student fellow)
- Certain fellowships have (UT) work restrictions – DON'T SNEAK
- Payment schedule is different than student employment. First payment for fall is Sept 1. IF YOU RECEIVE A DOUBLE PAYMENT, it's because you're not going to be paid for a pay period. Save it don't spend it.

AcademicBlue SHIP: This is for insurance or something. Fellowship students use the "UT Austin Voluntary and UT Austin International and ESL" button to check policy and self-enroll in the health insurance. International students and TA/AI/GRA students do not self-enroll, they use this page exclusively to access the policy.

You're going to get a lot of emails from UT, but always read emails from Maria, Liesbeth, Tim and those pertaining to health insurance and payment.

Deadlines to remember:

- Tuition and fee payment **due by 5:00 pm, August 25**
- **Everybody needs to log in to their tuition bill and take action by the deadline.**
- The twelfth day of class, **September 10** is the official enrollment count day, is the last day to add a class, and is the last day to drop a class for a possible refund.
- UT ID card - FAC building (student ID center) public transportation is free with that card
- Keep your contact info up to date in MyUT - directory
- Update/acknowledge your emergency contact information every semester, it's a bar on registration I believe
- Set up Direct Deposit
- Parking on UT Campus – see Parking Profile to see what options you have. You have access to different parking office when holding student employment
- Sign Milestone agreement
- Key slips – Locks and Keys
- Contacting Grad School – cc your graduate coordinator
- Read our emails! – weekly gRAD MAIL
- Use of listserve
- UTBox Student folders