

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

1. What is GTA Mechanism?

GTA stands for Graduate Teaching Assistantship. A training initiative conceived, endorsed, and launched by the RUFORUM Vice Chancellors in September 2013- Kigali, Rwanda

2. What is the aim of the GTA?

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 RUFORUM GTA?

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 mechanism

The 105 Member universities in 37 countries are part of the GTA implementation. Please see attached list.

5. Can I apply for GTA if I work at a National Agricultural Research Institution/Organization (NARI or NARO)?

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

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

No. you can not apply for GTA 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

A receiving/ host university is the university that will offer the PhD training programme to staff members of other RUFORUM Member universities. The available training programmes for each year will be made available in the GTA 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 three stages but can be done concurrently. All applicants should complete the three stages if they are to be considered for the GTA.

The first stage – the applicant must be nominated by their university. **Second stage** – The applicant should fill in admission forms for the selected PhD Programme with the selected/identified host University of Interest and ensure that the payment is made for the admission. **The third stage** – Apply for GTA placement through the RUFORUM Online form which can be accessed at <http://rims.ruforum.org/>

13. When does one obtain feedback about the status of GTA application

The GTA reviews are done quarterly and feedback about the status of the GTA application will be sent by the Training Officer via your email.

14. What is the role of RUFORUM in the GTA Mechanism

The RUFORUM Secretariat role in the GTA process 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 process

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 G.T.A. 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. Applicants are always encouraged to link up with the Host University and request for appropriate Admission forms. Each 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. Please ensure that applications fees have been paid to the bank account of the receiving university.

17. Which courses and programmes are part of the GTA

Each GTA call contains courses and slots available for GTA for that particular year. Please always cross check with the most recent calls on GTA. The calls are circulated through emails of the Deans of the RUFORUM Member Universities and it is also posted on RUFORUM Website.