

Request to register for Biol. 3993: Laboratory Teaching Experience

(to be filled out by the student, then submitted to the department secretary for an override number, then returned to the supervising faculty member)

Date: _____

Name: _____ **Student ID:** _____ **email:** _____
phone: _____

Number of Credits requested for Biol. 3993 _____

Course (for example Biol 1011, General Biology I) _____
Semester: Fall Spring SS 20

Supervising Faculty Member _____

Signature of Supervising Faculty Member: _____

Total Number of Credits Completed _____

Major: _____ **Minor:** _____

Biology and Related Courses Completed **Credits**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

_____ Course Override assigned (check)

_____ Lab Section assigned

Biology 3993

Laboratory Teaching Experience

(Undergraduate T.A.)

Bulletin Description: (1-2 cr <max 2 cr>; SP-Biol or Cell Biol major, 60 cr incl 18 cr Biol, #; max 2 cr may be applied toward biol or cell biol major or biol minor as upper div elective; S-N only)
Participation in teaching biology lab courses: help set up labs, participate in teaching of labs, and share in instruction of review labs.

Eligibility: You must be a Biology, Cell Biology or Teaching Life Sciences major with a minimum of **60 credits** including **18 credits** in biology courses. You must prearrange, with the faculty member in charge of the course, the details of hourly commitment and the expectations of the course before an override is granted. The departmental secretary issues the override number, once the instructor's permission is granted. If not actually participating in the laboratory with the faculty member, the 3993 student will be assigned to a laboratory section staffed by an experienced graduate teaching assistant.

Credits: The course earns 1-2 semester credits, which may be used as upper division electives for the Biology or Cell Biology major or the Biology minor. Participation in lab classes that meet once a week earns 1 credit; participation in lab classes that meet twice a week earns 2 credits. Teaching in two sections of the same class (1001, 1011 or 1012) will not be granted 2 credits. The student should expect to commit a minimum of 5- 7 hours per week, including class time, preparation, staff meeting and other duties.

Grades: Grading is mandatory S/N. Grades are assigned by the faculty member in charge of the course with input from the supervising graduate TA, if applicable.

Responsibilities: The 3993 student (Undergraduate TA) is expected to attend and assist in all scheduled meetings of that lab section. In addition, he/she is required to attend the weekly preparation meetings for staff. Undergrad TA's must come to lab prepared to assist the instructor. This means having read over the lab exercise and reviewing materials for that session beforehand. Activities which may be included in the 3993 experience include the following:

1. * Assisting the instructor by distributing materials and answering students questions in class.
2. * Reading and reviewing in preparation for class.
3. Setting up lab materials or demonstrations.
4. Contributing to quizzes or worksheet questions.
5. Grading or checking papers -quizzes, worksheets, reports or other assignments.
6. Putting away lab materials or specimens, cleaning up the lab.
7. * Participating in weekly review sessions.
8. * Delivering at least one lab prep for your section -introducing the topic, background information, use of lab materials and other directions for the class.

* **mandatory**

Lab Manual: You are expected to provide your own laboratory manual, available in the bookstore, or to bear the cost of photocopying the exercises. The instructor has a set of exercises available for that purpose.