

# APPLICATION AND ADMISSION

## 1. WHAT CAN I EXPECT FROM A SLO GRADUATE ASSISTANTSHIP?

The SLO can provide you with a diverse, comprehensive and developmental graduate experience that aligns with your academic goals and career path. Many duties and responsibilities will serve to compliment your academic coursework while exposing you as a Graduate Assistant to experiential learning opportunities that facilitate your own personal growth and professional development.

## 2. HOW DO I APPLY TO A SPECIFIC GRADUATE DEGREE PROGRAM AT EIU?

You'll begin the process by applying to an EIU graduate program and the EIU Graduate School. The Graduate School application is available at [eiu.edu/graduate](http://eiu.edu/graduate). You may request an application by contacting the EIU Graduate School at (217) 581-7488 or by writing the office at 600 Lincoln Ave., Charleston, IL 61920.

Apply to the Masters in College Student Affairs (CSA) Program at [eiu.edu/csd](http://eiu.edu/csd). You may request an application by calling (217) 581-2400 or by writing the Department of Counseling and Student Development at 2102 Buzzard Hall, 600 Lincoln Ave., Charleston, IL 61920.

## 3. WHEN DOES THE SLO GRADUATE ASSISTANTSHIP BEGIN EACH YEAR?

Student Life Office Graduate Assistantship contracts begin on August 1, 2021 - April 30, 2022.

## 4. WHEN ARE GRADUATE PROGRAM APPLICATIONS DUE?

Completed Counseling and Student Development Program credentials should be on file by March 1 in order to receive full consideration for fall admission. Only a limited number of EIU Graduate Students are selected based on qualifications and experience. Applicants are encouraged to apply by February and the preferred deadline. Applicants planning to attend College Student Affairs Days in February should submit complete credentials by the February deadline.

# STUDENT LIFE GRADUATE ASSISTANT QUALIFICATIONS

- Bachelor's degree and admittance into Eastern Illinois University Counseling and Student Development graduate program or any master's degree level program within university.
- Undergraduate GPA of at least 2.75 (on 4.0 scale) and MAT or GRE scores (if required by graduate program).
- Maintain full-time graduate student status in accordance with the EIU graduate school and degree program of study.
- Willingness to work evenings, nights and weekends required.
- Excellent written and oral communications skills.
- Effective organizational, event planning and supervisory skills.
- Demonstrated ability to work with and advise students/student groups of diverse cultural backgrounds; sensitivity to and appreciation of campus diversity a must.
- Ability to multitask in a fast-paced, innovative, and ever-changing work environment.
- Interest in, and working knowledge of, student leadership, advisement and development.

## FOR MORE DETAILS OR TO APPLY

SEND APPLICATIONS TO

**MS. CECI BRINKER**  
DIRECTOR OF STUDENT LIFE

600 LINCOLN AVENUE  
CHARLESTON, IL. 61920

CBRINKER@EIU.EDU  
217-581-7163  
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EIU STUDENT LIFE OFFICE

# GRADUATE ASSISTANTSHIPS

ALL IN AT EIU



# DEAR PROSPECTIVE SLO GRADUATE ASSISTANT

We are pleased that you are considering graduate assistantship positions within the Student Life Office at Eastern Illinois University. This informational brochure is designed to share what the Student Life Office has to offer on the graduate level.

The Student Life Office is committed to providing student programs, services, and operations that enhance student involvement, engagement and success through extra-curricular experiences outside the classroom.

The Student Life Office enables graduate assistants to acquire hands-on experience in a diverse range of programming areas and assignments. SLO Graduate Assistants gain a great deal from integrating their classroom learning with the practical experiences they gain in their SLO Graduate Assistantship. Student Life Office Graduate Assistants not only play a key role in advising students, they also make significant contributions in the life of the EIU campus community.

We would like to take this opportunity to invite you to consider becoming a member of the Student Life Office Team!

Cecilia Brinker  
Director of Student Life  
Eastern Illinois University

## GRADUATE ASSISTANT DESCRIPTION

The Student Life Office (SLO) Graduate Assistant is an administrative position committed to the development, supervision, and evaluation of student programming, leadership development, and student organizations. In addition, SLO Graduate Assistants play a key role in all departmental and divisional staff meetings, orientations and training, and provides administrative staff support to SLO initiatives, services and programs.



### ELIGIBILITY

An applicant must have earned a Bachelor's degree with a minimum 2.75 cumulative GPA or on the last 60 semester hours of graded academic coursework and demonstrate the ability to matriculate into a master's degree program within the university. Applicants must be fully admitted to the EIU Graduate School and a Graduate Degree Program as a degree candidate beginning an approved program of study. Prospective candidates will be chosen based upon programming knowledge, applicable skill-set and experiences as they relate to Student Life areas that include, but are not limited to programming board, multicultural programs, student government, leadership development, major and special events planning and other related programming experiences.

An applicant submitting an application for a SLO Graduate Assistantship must either be enrolled in the Counseling and Student Development (CSD) graduate program or admission to a Master's degree-level graduate study program at EIU. Recipients of Student Life Office Graduate Assistantship position must maintain a 3.0 GPA, carry a minimum of 9 course hours per semester and satisfactorily perform their assistantship assigned duties.

### SUPERVISION AND AREAS OF RESPONSIBILITIES

The (5) SLO Graduate Assistants work under the direct advisement and supervision of the Director of Student Life, with additional supervision by SLO Staff.

Primary areas of responsibility include staff advisement of the University Board campus entertainment, iLEAD. Leadership Support Services, Multicultural Programs – Black Student Union, Latin American Student Organization, Diversity Advisory Council (DAC) and Learning by Example to Accept Diversity (L.E.A.D.), EIU Student Government, and All Staff university events – major Concerts, New Student Mixer, Quakin' the Quad, Up All Nights, First Night, Pantherpalooza, Homecoming Week, Family Weekend, Pantherstock, and other duties as assigned. Other responsibilities will include providing administrative staff support and other duties assigned to the SLO.

### BENEFITS

- **STIPEND** \$9,000 per 9-month contract (\$1,000/month)
- **TUITION WAIVER** 9-15 hours of Graduate Tuition are waived each semester. Graduate Assistants must enroll in a minimum of 9 hours each semester (3 hrs. in the summer) and maintain a 3.0 semester cumulative GPA. Graduate assistants may be eligible for state and federal aid programs. SLO Graduate Assistants may apply for Summer Tuition Waivers.

*EIU students receiving graduate assistantships are required to pay applicable student fees that are not covered by the award package: i.e., health service, activity/sports/rec., athletic fees, textbook rental, etc.*

