

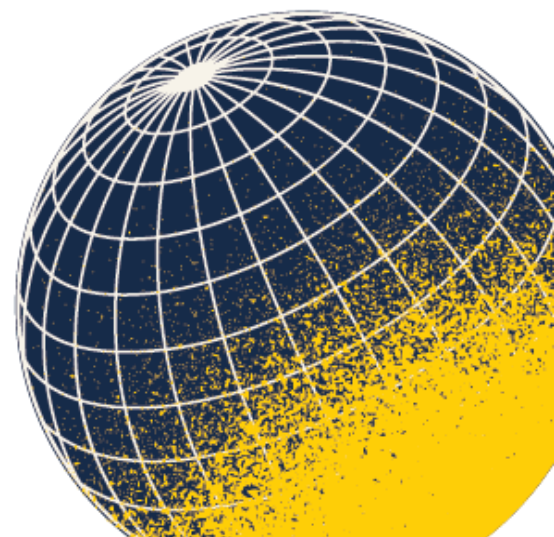
UC San Diego

GLOBAL INITIATIVES

International Services and Engagement Office

Welcome to UC San Diego:

Teaching Assistantships &
English Language
Requirements





WELCOME to UC San Diego!

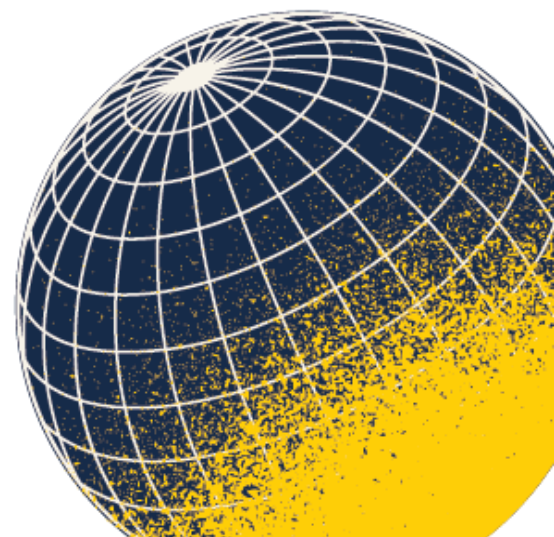
UC San Diego

GLOBAL INITIATIVES

International Services and Engagement Office

UC San Diego

**DIVISION OF GRADUATE EDUCATION
AND POSTDOCTORAL AFFAIRS**



Presenters



- **Grace Fuller & Jessica Boyle**
 - International Services and Engagement Office (ISEO)
- **Shana Slebioda**
 - Student Services Advisor
 - Division of Graduate Education and Postdoctoral Affairs (GEPA)
- **Jessica Quinn**
 - English Language Certification Exam (ELCE)
 - International Programs, Extended Studies
- **Erilynn Heinrichsen**
 - Assistant Director of the Engaged Teaching Hub
 - Teaching + Learning Commons

Agenda

- **Graduate Admissions Reminders**
- **English Proficiency Requirements for Teaching Assistants**
- **Support for Instructional Assistants (IAs)**
- **Upcoming Webinars & Additional Resources**
- **Q&A**

UC San Diego

GLOBAL INITIATIVES

International Services and Engagement Office



Before We Begin



You are in listen-only mode. You can hear us, but we can't hear you.

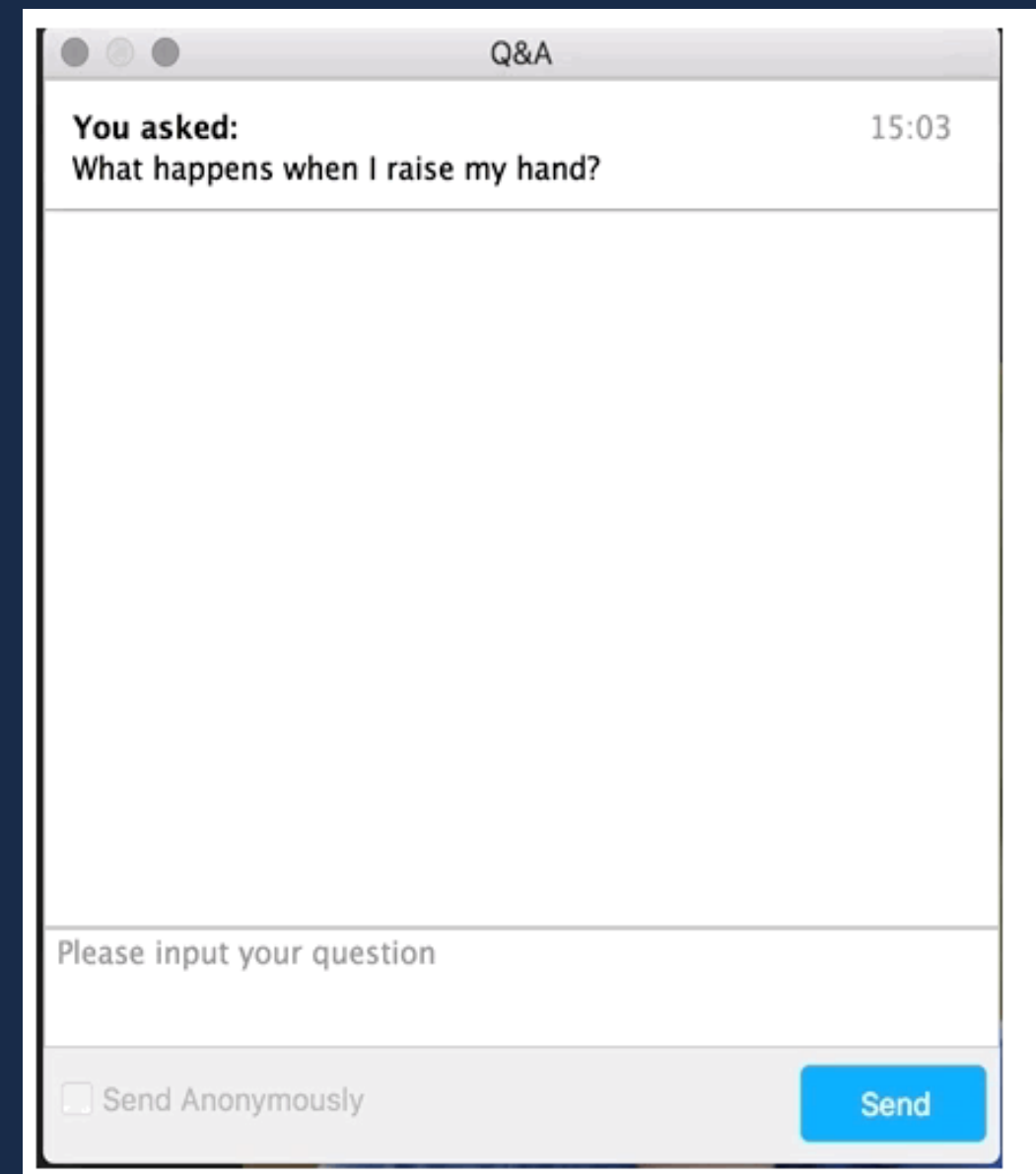
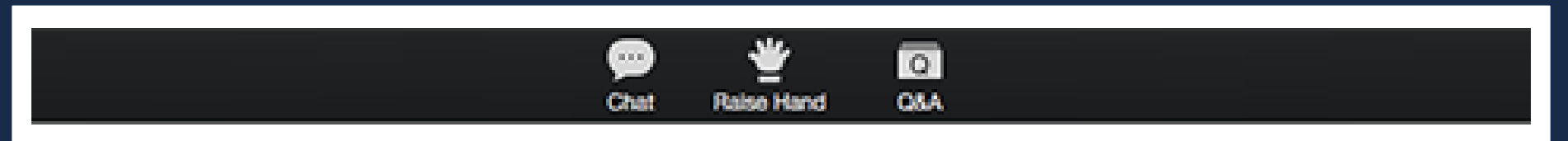


Ask questions – Use the Q&A feature to submit questions. You can also contact us at iContact.ucsd.edu



We're recording. You'll be able to view this webinar recording at iNewStudentWebinars.ucsd.edu

CONTROL PANEL

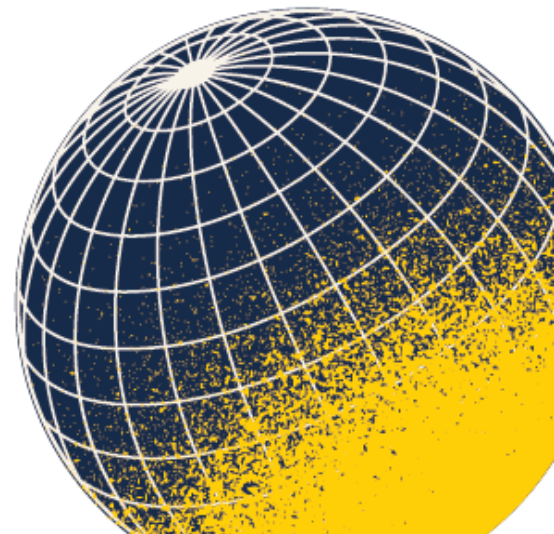


First Steps Checklist

UC San Diego

GLOBAL INITIATIVES

International Services and Engagement Office



Reminders from Graduate Admissions



- Log into your application account at <https://connect.grad.ucsd.edu/apply/> and view your application portal. Be sure to fill out the Statement of Legal Residence form if it is listed as a "to-do" item. This form is not required for all programs – if it is not listed, there is no action for you to take on this.
- Most students are “provisionally admitted” at this time. Please submit the items listed under your “Pending Admissions Documents” section in your portal to finalize your admission.
- Please contact gradadmissions@ucsd.edu if you have questions regarding your pending admissions documents.

GEPA Announcements

Welcome to your applicant portal,

Your UCSD PID is!

Status Update

An update to your application was last posted March 5, 2020.

[View Update >>](#)

Forms

Please complete the following forms

✓ 03/05/2020 Decision Reply Form [Display](#)

✓ 03/06/2020 Statement of Legal Residence [Display](#)

Pending Admission Documents

Please have your documents sent to Graduate Admissions at the address listed below. Documents **must** be received in an envelope sealed by the issuing institution. Documents will not be accepted if opened or sealed by the student.

University of California San Diego
Graduate Division - Graduate Admissions
9500 Gilman Drive #0003
La Jolla, CA 92093-0003

For test scores and CDGDC/CHESSIC documents: Please refer to the instructions provided in the Explanation of Pending Documents.

For e-transcripts: Please have them sent to gradadmissions@ucsd.edu.

If you have any questions, please email us at gradadmissions@ucsd.edu.

If you need to contact us regarding your application, provide your name and this reference number:!

Verify Address

We have your addresses listed as follows:

Mailing Address

United States

*Permanent Address: * Note:*

International applicants

should have a permanent

address outside of the

United States.

United States

[Edit Addresses](#)

Admitted Students

- [What to Do Immediately](#)
- [Before You Arrive on Campus](#)
- [When You Arrive on Campus](#)
- [International Students](#)



NEWLY ADMITTED INTERNATIONAL STUDENTS

(This page has a friendly link that's easy to remember: iNewStudent.ucsd.edu)

Welcome newly admitted international students! Follow the links below for advising guides based on your educational level or type.

[READMITTED STUDENTS RETURNING TO UC SAN DIEGO CLICK HERE](#)

UNDERGRADUATE STUDENTS

Bachelor's students.

[LEARN MORE](#)

GRADUATE STUDENTS

Master's and PhD students.

[LEARN MORE](#)

EXCHANGE STUDENTS

University of California Education Abroad Program (UC EAP) reciprocity students & Global Exchange Program students.

SUMMER SESSION STUDENTS

Short-term students visiting only for Summer Session.

[LEARN MORE](#)



INFORMATION FOR NEWLY ADMITTED INTERNATIONAL GRADUATE STUDENTS

Welcome! This page provides a comprehensive guide for newly admitted international graduate students (Master's and PhD students) on obtaining their U.S. visa (F-1 or J-1) and preparing for their arrival to the United States. The information under the Steps below will help you get ready to start your unforgettable student experience at UC San Diego.

STEP 1:

Apply for F-1 or J-1 Status

Requesting your Form I-20/DS-2019 and applying for your F-1 or J-1 visa stamp; or transferring your SEVIS record.

[LEARN MORE](#)

STEP 2:

Prepare for Your Arrival to UC San Diego

Travel arrangements, housing, and completing UCSD health and enrollment requirements.

[LEARN MORE](#)

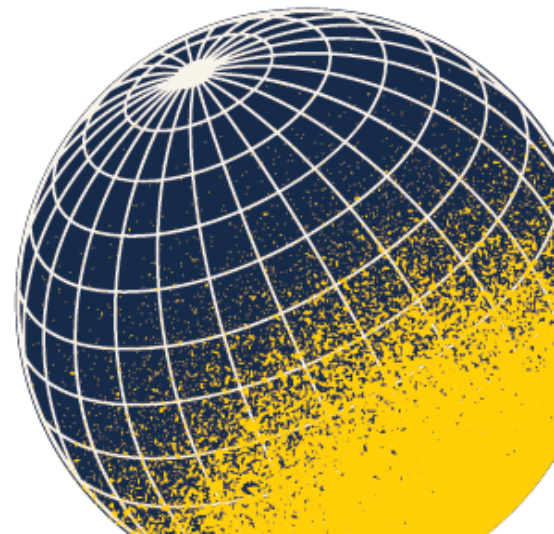
STEP 3:

Arrival to the U.S. and UC San Diego

What to expect at Customs, activating your F-1 or J-1 status upon arrival to UC San Diego, and International Student Orientation

[LEARN MORE](#)

English Language Requirements for Teaching Assistants



English Proficiency for Teaching Assistants

A policy of the Division of Graduate Education and Postdoctoral Affairs (GEPA)

All international graduate students at UC San Diego are required to demonstrate a high level of oral and aural competence in the English language before they can be appointed as a Teaching Assistant (TA).

Condition of Employment

International TA candidates must satisfy the oral English proficiency requirement before being hired as a TA. It is a condition of employment.

Process for Teaching Assistants

1. Student applies to a Teaching Assistant (TA) position through the hiring department.
2. The hiring department checks the student application and determines the need for the English Language Certification Exam (ELCE) (with the help of the ELCE coordinator, if necessary).
3. The hiring department requests an ELCE date and time on behalf of the student.
4. The ELCE session takes place on Zoom.
5. A hiring recommendation is communicated to the hiring department.
6. Later, an individual score report is sent to the student.
7. If necessary, Teaching and Learning Commons contacts the student for ELP-ii course.

Process for Teaching Assistants

How do international TA candidates satisfy the oral English proficiency requirement?

They have submitted a sufficient speaking score

Their most recently completed degree was earned from an institution where English is the only medium of instruction (with a GPA of 3.0 or higher).

They take UC San Diego's test, the ELCE

- A US institution where English is the only medium of instruction

OR

- A foreign institution where English is the only medium of instruction
Students may verify on the [IAU World Higher Education Database \(WHED\)](#)

ELCE Eligibility

They have submitted a sufficient speaking score

What is a sufficient score?

At the time of admission, a valid score of:

- 26 or higher on TOEFL Speaking
- 8 or higher on IELTS Speaking
- 84 or higher on the Pearson Test of English (PTE)

What if the score is below those cutoffs?

GEPA requires that students pass the English Language Certification Exam (ELCE) prior to accepting a TA assignment.

ELCE Eligibility

They take UC San Diego's test, the ELCE

Who is eligible to take the ELCE?

Students are eligible if they have these scores:

- TOEFL Speaking score of 23-25
- IELTS Speaking score of 7-7.5
- PTE Speaking score of 66-83

What if the scores are lower than that?

Lower scores (below 23, 7.0, or 66) indicate that further language work is needed. These students must improve their language skills by taking a course (e.g. an [ESL course](#) from DES that focuses on Speaking and Pronunciation Skills).

Process for Teaching Assistants

1. Student applies to a Teaching Assistant (TA) position through the hiring department.
2. The hiring department checks the student application and determines the need for the English Language Certification Exam (ELCE) (with the help of the ELCE coordinator, if necessary).
3. The hiring department requests an ELCE date and time on behalf of the student.
4. The ELCE session takes place on Zoom.
5. A hiring recommendation is communicated to the hiring department.
6. Later, an individual score report is sent to the student.
7. If necessary, Teaching and Learning Commons contacts the student for ELP-ii course.

What is the ELCE?

an oral English proficiency test with a group of raters

not a written exam

a 15-minute test currently administered via Zoom

an interview and teaching simulation (unprepared)

Length of test:

10-15 minutes

Assessment panel:

1 faculty representative + **1 or more language assessment specialists**

Structure:

*Welcome & Introduction/Expectations

*Part 1: Warm-up (General English conversation)

*Part 2: Technical English (teach & use the board)

<https://extendedstudies.ucsd.edu/international-programs/courses-and-programs/elce-international-grad-students/elce-frequently-asked-questions>



What is the ELCE?

What language skills are assessed?

✓ Pronunciation accuracy

👂 Listening comprehension & Question handling

📖 General & Technical vocabulary

🔊 Speech flow (fluency)

🎯 Grammatical accuracy

👥 Organizational clarity of ideas

When is the test administered?

4 testing windows per year:

Academic Year 2024-2025

- September 3-27, 2024
- December 2-13, 2024
- March 17-27, 2025 (*Friday, March 28 is Cesar Chavez Day, a university holiday)
- June 9-20, 2025 (*Thursday, June 19 is Juneteenth, a university holiday)

Process for Teaching Assistants

1. Student applies to a Teaching Assistant (TA) position through the hiring department.
2. The hiring department checks the student application and determines the need for the English Language Certification Exam (ELCE) (with the help of the ELCE coordinator, if necessary).
3. The hiring department requests an ELCE date and time on behalf of the student.
4. The ELCE session takes place on Zoom.
5. A hiring recommendation is communicated to the hiring department.
6. Later, an individual score report is sent to the student.
7. If necessary, Teaching and Learning Commons contacts the student for ELP-ii course.

ELCE Scores and Recommendations

What are the possible recommendations?

Score	Recommendation	Can TA	ELP-ii Course Required	Test Again
3.5-4.0	Pass	Yes	No	No
3.0-3.4	Pass with Conditional Certification	Yes	Yes	No
2.5-2.9	Provisional Pass	Yes	Yes	Yes
0.0-2.4	Did Not Pass	No	Yes	Yes
0.0-2.4	Did Not Pass* [Applicant w/no TA requirement **Check department policy]	No	No	Yes**

Course offered by Teaching and Learning Commons, taken concurrently or in the session before TA-ing.

You will have an opportunity to retake the exam after you have worked on your language skills.

- PhD students must qualify to TA by the 3rd test.
 - MS/MA students - by the 2nd test.*
- *By CSE department policy, MS students must qualify to TA in the FIRST test.

ELPii

Course Requirement

What is the ELPii course requirement?

If you receive an ELCE score below a PASS, you are required to complete a course offered by the English Language Program for International Instructors (ELPii).

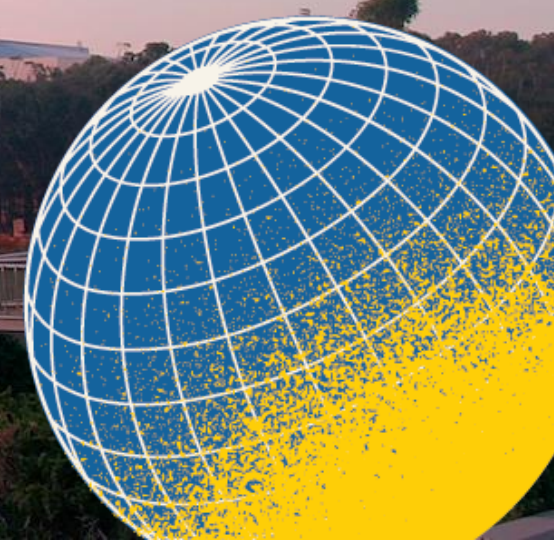
What is the process for enrolling in ELPii class?

- ELCE scores are reported directly to the ELPii staff.
- In *Week 2*, the ELPii staff will contact you to enroll in the class.
- There will be options of days and times to accommodate your academic and employment schedule. The course is offered every quarter.
- **The class is free!**

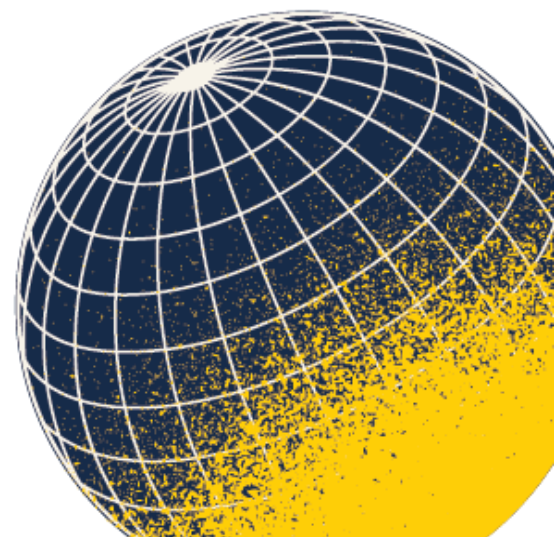
Contact Us

International Teaching
Assistant Program
ip-itaprogram@ucsd.edu

<https://extendedstudies.ucsd.edu/international-programs/courses-and-programs/elce-international-grad-students>



Teaching Support for Instructional Assistants (IAs)

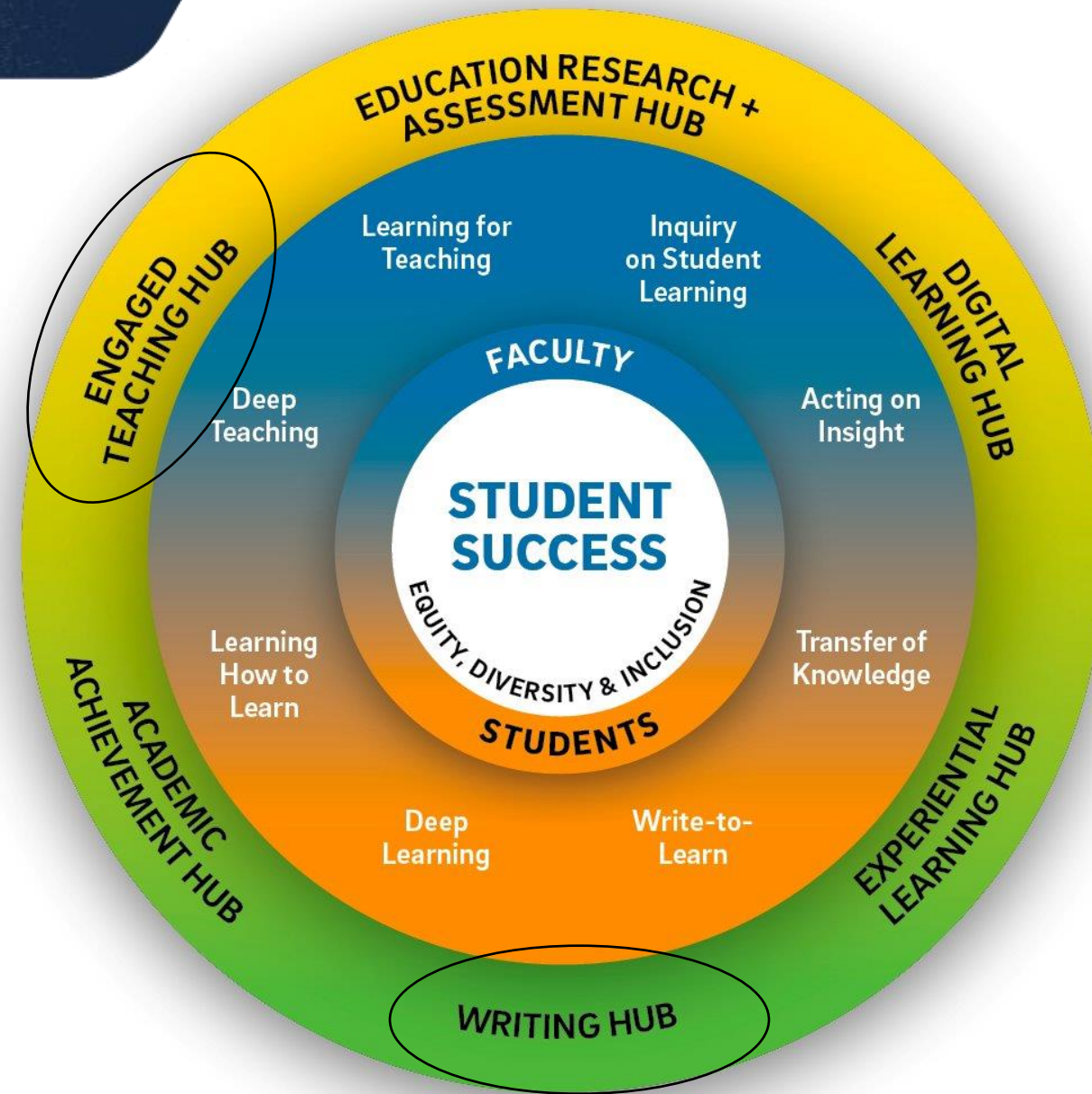


What is an Instructional Assistant (IA)?

This title encompasses:

- Teaching Assistants (TAs)
- Instructional Apprentices
- Tutors
- Readers

Teaching & Learning Commons



Advances teaching excellence and student academic success

Goal: Prepare to teach in English

- Review key terms from your field in English
- Practice explaining concepts from your field in English
- Take a class with Extended Studies

Goal: Find a TA position

- How: Apply through your department
- If necessary, take the ELCE
- If recommended, take the ELPii class
- Participate in teaching training to stand out

Goal: Learn strategies to make teaching more **efficient** (work smarter not harder!) and **effective** (better experience)

- How: Teaching workshops and consultations with the Teaching and Learning Commons and/or your department

Goal: Skills and experiences to help you succeed in teaching and on the *job market*.

Sign up to hear about Teaching Workshops for Graduate Students:
tinyurl.com/ETHemails

Teaching Support for Instructional Assistants (IAs)

(Required for all New IAs)

Preparing for Success

Online Course for Instructional Assistants

30 minute online modules to introduce some key aspects of the IA role:

1. Professionalism & Leadership
2. Promoting Learning through Diversity
3. Teaching Students with Disabilities
4. Fostering Academic Integrity

Departmental Training

Varies by department; reach out to your program to learn more

Also: each department has an "IA Faculty Advisor" to support you in your IA role!



Teaching and Learning Commons Support

- ❖ New IA Teaching Symposium: Week 0 in Fall via Zoom
- ❖ Communication for Teaching class (based on ELCE score)
- ❖ Teaching Workshops
- ❖ Teaching Consultations
- ❖ Online Resources and checklists

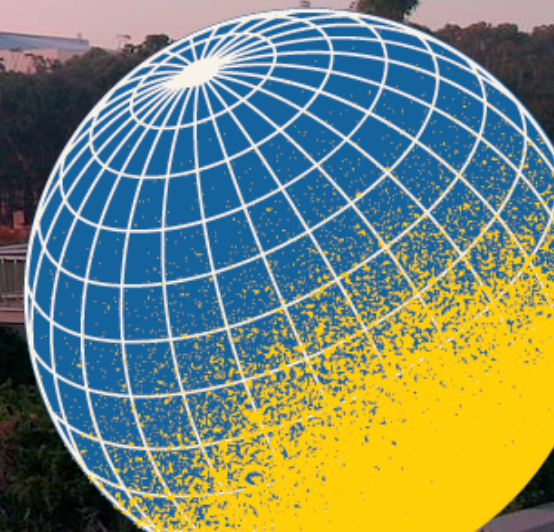
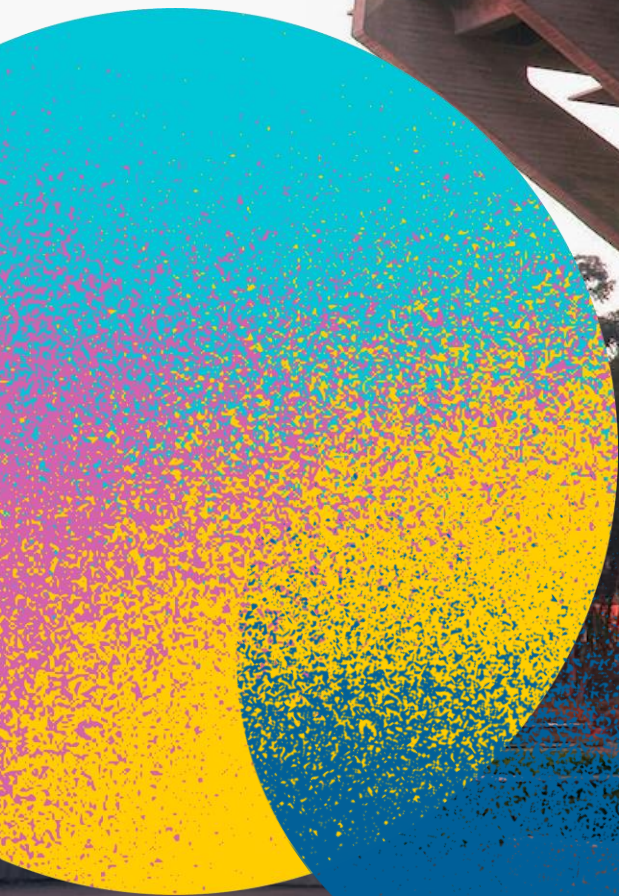
Contact Us

Teaching and Learning Commons

Engaged Teaching Hub

elpii@ucsd.edu

engagedteaching@ucsd.edu

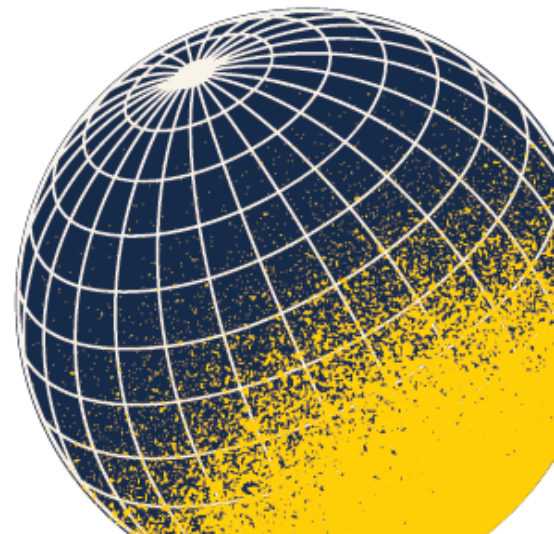


Get Engaged

UC San Diego

GLOBAL INITIATIVES

International Services and Engagement Office



iEvents Calendar

iEvents.ucsd.edu

ISEO IS HIRING!
For the 2024-2025 Academic Year

Job #8702193 on Handshake

Communications & Marketing Student Assistant (STDT 4)
Estimated salary: \$18 per hour
Application Deadline: March 17 at 11:59pm PST



Tue Feb 27th - Sun Mar 17th

ISEO Is Hiring: Marketing & Communications Student Assistant

Communications & Marketing Student Assistant (STDT 4) For the 2024-2025 Academic Year Estimated salary: \$18 per hour Application Deadline: ...

Employment Students Professional-Development

ISEO IS HIRING!
For the 2024-2025 Academic Year

Job #8716647 on Handshake

Undergraduate Programs Student Assistant (STDT 3)
Estimated salary: \$17 per hour
Application Deadline: March 17 at 11:59pm PST



Wed Feb 28th - Sun Mar 17th

ISEO Is Hiring: Undergraduate Programs Student Assistant

Undergraduate Programs Student Assistant (STDT 3) For the 2024-2025 Academic Year Estimated salary: \$17 per hour Application Deadline: ...

Students Employment Professional-Development

FRIDAY CHAT
FRIDAY ENGLISH CONVERSATION GROUP

Every Friday
10:00AM - 12:00PM

LA JOLLA COMMUNITY ROOM AT LA JOLLA VILLAGE SQUARE



Fri Mar 1st 10:00am - 12:00pm

Friday Chat

Participation in our English conversation tables are a wonderful way for you to practice your English and make friends. The conversation ...

Volunteer-Led Off-Campus In-Person Global-Community Scholars Families

UC SAN DIEGO STUDENT AFFAIRS STRATEGIC PLAN: STUDENT FOCUS GROUPS

THE OFFICE OF THE VICE CHANCELLOR OF STUDENT AFFAIRS INVITES STUDENTS TO A 1-HOUR FOCUS GROUP TO SEEK FEEDBACK ON THE DIVISION'S STRATEGIC PLAN! WE ARE CALLING ALL STUDENTS WHO WANT TO CREATE AN IMPACT AND SHARE YOUR THOUGHTS ON THE STUDENT EXPERIENCE AT UC SAN DIEGO! FOOD WILL BE PROVIDED AT EACH SESSION. THERE ARE TWO DAYS FOR STUDENTS TO PARTICIPATE:

FRIDAY, MARCH 1ST, 2024
1:00PM TO 4:00PM PST (1-HOUR SESSIONS)
EPSTEIN FAMILY AMPHITHEATRE GREEN ROOM

MONDAY, MARCH 4TH, 2024
8:00AM TO 3:00PM PST (1-HOUR SESSIONS)
RED SHOE ROOM - PRICE CENTER

RSVP AT [TINYURL.COM/UCSDSAFOCUS24](https://tinyurl.com/UCSDSAFOCUS24)

Fri Mar 1st 1:00pm - 4:00pm

UCSD Student Affairs Strategic Plan: Student Focus Groups

The Office of the Vice Chancellor of Student Affairs is looking for feedback and input from students for our Strategic Plan! We will be ...

Students In-Person On-Campus Free-Food

SUNDAY SUPPER
A Cosmic Cantina

THE GREAT HALL
MARCH 3RD
5:30PM



Sun Mar 3rd 5:30pm - 8:30pm

Sunday Supper: A Cosmic Cantina

This long-standing tradition is a quarterly dinner for residents and friends of I-House to celebrate and gather in the Great Hall. Come to ...

The Great Hall
I-House Social In-Person Students

UC SAN DIEGO STUDENT AFFAIRS STRATEGIC PLAN: STUDENT FOCUS GROUPS

THE OFFICE OF THE VICE CHANCELLOR OF STUDENT AFFAIRS INVITES STUDENTS TO A 1-HOUR FOCUS GROUP TO SEEK FEEDBACK ON THE DIVISION'S STRATEGIC PLAN! WE ARE CALLING ALL STUDENTS WHO WANT TO CREATE AN IMPACT AND SHARE YOUR THOUGHTS ON THE STUDENT EXPERIENCE AT UC SAN DIEGO! FOOD WILL BE PROVIDED AT EACH SESSION. THERE ARE TWO DAYS FOR STUDENTS TO PARTICIPATE:

FRIDAY, MARCH 1ST, 2024
1:00PM TO 4:00PM PST (1-HOUR SESSIONS)
EPSTEIN FAMILY AMPHITHEATRE GREEN ROOM

MONDAY, MARCH 4TH, 2024
8:00AM TO 3:00PM PST (1-HOUR SESSIONS)
RED SHOE ROOM - PRICE CENTER

RSVP AT [TINYURL.COM/UCSDSAFOCUS24](https://tinyurl.com/UCSDSAFOCUS24)

Mon Mar 4th 8:00am - 3:00pm

UCSD Student Affairs Strategic Plan: Student Focus Groups

The Office of the Vice Chancellor of Student Affairs is looking for feedback and input from students for our Strategic Plan! We will be ...

Students In-Person On-Campus Free-Food

ISAC
International Student Advisory Council
UC San Diego



Mon Mar 4th 4:00pm - 5:00pm

International Student Advisory Council (ISAC) March Meeting

Register Here

The International Student Advisory Council (ISAC) is comprised of leadership from student leaders and stakeholders invested in the ...

GETCCR Grad-Students Undergrad-Students Student-Org

Join us at the Great Hall for...

Language Conversation Tables

Sign up at the link below to practice your language skills and meet new friends!

<https://tinyurl.com/ict-signup>

Weeks 3-7, Tuesdays 5-6pm



Tue Mar 5th 5:00pm - 6:00pm

Wednesday Coffee and Crafts

Every Wednesday
10:00am - 12:00pm

LA JOLLA COMMUNITY ROOM AT LA JOLLA VILLAGE SQUARE



Wed Mar 6th 10:00am - 12:00pm

Wednesday Coffee and Crafts

Wednesday Coffee and Crafts is an

CAREER REVOLUTION
Turn your new year's resolution into career solutions!

Join our Winter Workshop Series and gain valuable insights into Career Resumes, Interviews, Resume building, LinkedIn Networking, and Mocking Interviews! Save the dates for these interactive sessions to be held in the UC San Diego Career Services Horizon Room. Your pathway to success begins here - secure your spot and elevate your career game!

FEB 7 10PM-12:00PM	Career Goals, Resumes & Interviews
FEB 13 10PM-12:00PM	CAREER READINESS PASSPORT
FEB 21 10PM-12:00PM	RESUMES & COVER LETTER OVERVIEW
FEB 28 7:00PM-8:00PM	LINKEDIN & NETWORKING
MAR 6 10PM-12:00PM	INTERVIEWING

OPT INFO SESSION



Thu Mar 7th 11:00am - 12:00pm

FRIDAY CHAT
FRIDAY ENGLISH CONVERSATION GROUP

Every Friday
10:00AM - 12:00PM

LA JOLLA COMMUNITY ROOM AT LA JOLLA VILLAGE SQUARE



TRITON TREKKERS
UC SAN DIEGO

Rock Climb Mission Gorge

MARCH 9
7AM-12PM

Register now or find more information at iEvents.ucsd.edu



iWORKSHOP



Tue Mar 12th 12:00pm - 2:30pm

Federal Tax Workshop

Register Here

Professor Steve Gill, San Diego State University, Fowler College of Business faculty member, and Douglas Kelley, Accounting Lecturer at San ...

Students Scholars Families

iPrograms

Redefining the world we know with **one experience at a time.**

GLOBAL
COFFEE
HOURS

ENGLISH
IN-ACTION
CONVERSATION PROGRAM

TRITON TREKKERS

ISAC
INTERNATIONAL
STUDENT
ADVISORY COUNCIL

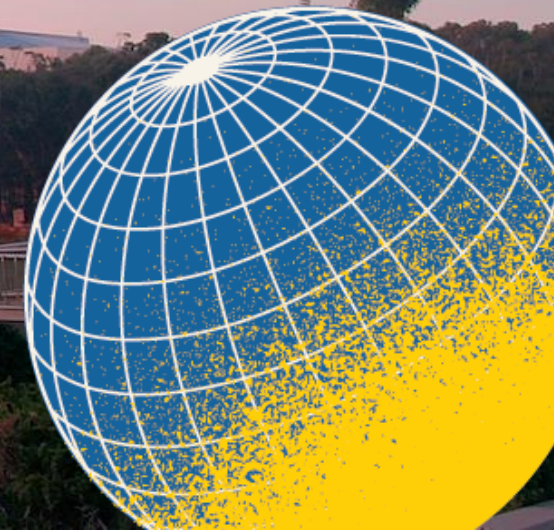
iTABLE

INTER
CULTURAL
SOCIAL
HOUR

iPrograms.ucsd.edu



Grad Pals Peer Mentorship Program



Follow us on Social Media!



UC San Diego International
Services and Engagement Office



UC San Diego ISEO



@istudents.ucsd



@ISEOUCSD

UC San Diego

GLOBAL INITIATIVES

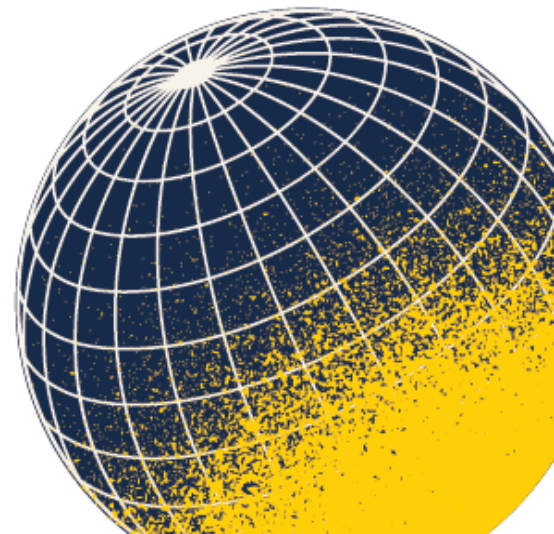
International Services and Engagement Office

Additional Resources

UC San Diego

GLOBAL INITIATIVES

International Services and Engagement Office



IMPORTANT DEADLINES & REMINDERS

NOW

Apply for on-campus housing

Visit: hdh.ucsd.edu

NOW

Request your visa documents via the iPortal

Visit: iportal.ucsd.edu
/
iNewStudent.ucsd.edu
for instructions

May 1

Deadline to request your visa documents via the iPortal if your graduate program begins prior to August 1

Visit: iportal.ucsd.edu
/
iNewStudent.ucsd.edu
for instructions

July

Deadline to submit health immunization requirements and complete OPHD training

Register:
iNewStudentWebinars.ucsd.edu

Sept

Fall 2024 start students:

Tuition due
Move-In
Check-In

New International Student Orientation

Visit:
iOrientation.ucsd.edu

Upcoming Pre-Arrival Webinars



- **April 04:** Student Life & Getting Involved on Campus
- **May 02:** Finances & Student Accounts Webinar
- **May 03:** SEVIS Transfers
- **May 09:** Campus Safety

*All webinars will be recorded and posted at
iNewStudentWebinars.ucsd.edu*

UC San Diego

GLOBAL INITIATIVES

International Services and Engagement Office



UC San Diego

GLOBAL INITIATIVES

International Services and Engagement Office

MONDAY - FRIDAY: 9am - 4pm

+1 858.534.3730

iContact.ucsd.edu

iNewStudent.ucsd.edu



UC San Diego International
Services and Engagement Office



UC San Diego ISEO



[@istudents.ucsd](https://www.instagram.com/istudents.ucsd)



[@ISEOUCSD](https://www.youtube.com/@ISEOUCSD)

Follow us on Social Media!

Questions?

UC San Diego

GLOBAL INITIATIVES

International Services and Engagement Office

UC San Diego
EXTENDED STUDIES
International Programs



TEACHING + LEARNING
commons

