## Deadlines

**Spring Registration Deadlines:**

- **Jan 19:** 4th class day. Last day students may late register online ($25 late fee). Tuition and fee payments due by 5pm. Students must confirm their registration to avoid cancellation.

- **Jan 22:** 5th class day. Students can only late register within THE DEPARTMENT OFFERING THE COURSE ($50 late fee).

- **January 31:** 12th class day. Last day to **delete drop** (full refund) or **add a course** through the department offering the course. All registration changes should be completed by this day. Last day to request a leave of absence for the spring semester with a petition.

- **February 1:** 13th class day. Late registration fee now $200 (MUST PAY SAME DAY). Dean's approval needed to late register. Form and Petition Letter required to be walked to Dean's office. Late registration forms must be walked through our office – no drop offs or emails! ([https://gradschool.utexas.edu/academics/policies/late-registration](https://gradschool.utexas.edu/academics/policies/late-registration))

- **February 12:** 20th class day. Last day to Q-drop a course without the instructor's approval (no refund). Q/F period begins February 13. Last day to Withdrawal from the Spring Semester with a partial refund.

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- **April 13:** Last day to apply for graduation

- **April 23:** Last day to change grading status of a course to credit/no credit & last day for new doctoral candidates to change registration to dissertation

- **May 4:** Deadline for submission of final work for graduating students, including dissertations, theses and reports

## Announcements

**1/25/2018 - Career Diversity Symposium** - Looking for a career outside academia? Nervous about the job market? Want to learn more about what careers are available to graduate degree recipients? Join graduate students from across COLA and the university at this year’s Career Diversity Symposium. Engage in panels and workshops featuring UT Alumni at this two-day event. This symposium has been curated by graduate students for graduate students. Pre-register at [https://utexas.qualtrics.com/jfe/form/SV_aXhSgGsXjVRadX7](https://utexas.qualtrics.com/jfe/form/SV_aXhSgGsXjVRadX7) or tinyurl.com/CareerDiversity

## Opportunities

**1/25/2018 -** From noon to 3 p.m. on **March 23**, 2018 in PCL Learning Lab 1, the Faculty Innovation Center will collaborate with our partners at UT Libraries to hold our second **Graduate Teaching Showcase**, an event that highlights **strong graduate student teaching at UT** by showcasing four graduate students’ quick and engaging talks about their experiences in the classroom. Any UT graduate student instructor can compete for a chance to present. FIC staff will review proposals and select four graduate students to tell a compelling story about teaching in 5-7 minutes to an audience of fellow UT graduate students, faculty members, and staff. Those selected will win an **Faculty Innovation Center teaching award that comes with a $50 prize**. **Proposals must be submitted here by February 5th at 5pm.**
Ubongo, a leading Edutainment company based in Dar es Salaam, Tanzania, is seeking up to three University of Texas students to participate in a 10-12 week paid internship in Summer 2018. Ubongo is a social enterprise that creates interactive edutainment for kids in Africa. Ubongo broadcasts educational TV cartoons and radio programs programs in Swahili, English and French in over 26 countries. Ubongo also conducts extensive analytical research on children’s educational learning through media.

Ubongo is interested in University of Texas student interns (graduate or undergraduate) with interests and skills in education and development, research and data analytics, infographics, program evaluation, grant writing, proposal design and management, and quantitative and qualitative fieldwork skills (e.g. focus group design and rapid experiments around student learning). The ideal UT student candidate will have a strong interest in children’s education with a focus on East Africa, and a strong desire to learn new skills and work independently in a creative work environment. Swahili skills are welcome, but not necessary for these positions.

Ubongo is also interested in welcoming proposals from undergraduate or graduate students from across the UT campus who may be interested in working with Ubongo during the Fall 2017 and/or Winter 2018 semesters on student-initiated projects that align with the Ubongo’s mission. Students may align this work, for example, with undergraduate or graduate thesis work or study abroad. All things equal, preference will be given to Liberal Arts students (particularly those enrolled in Plan II), but all UT students – graduate and undergraduate – are encouraged to apply.

Students serving in summer internships will receive stipends in the amount of approximately $6500 to cover the costs of travel, housing, and other expenses. Students seeking fall or winter internships will need to develop a budget proposal, in consultation with Dr. Weaver.

**Note:** all UT students participating in sponsored internships must secure travel authorization from the UT International Office prior to travel. More information on UT’s travel policy can be found at [https://world.utexas.edu/risk/authorization/students](https://world.utexas.edu/risk/authorization/students)

**Application Instructions**

Please complete and submit the following materials by **February 15, 2018** to Dr. Catherine Weaver, Co-Director, Innovations for Peace and Development at [ceweaver@austin.utexas.edu](mailto:ceweaver@austin.utexas.edu).

1. **Information Cover Sheet**
   - Full Name
   - Contact Information (email address, phone number, physical address)
   - Current student rank at The University of Texas (e.g. “Third Year Undergraduate; “First Year MA student”)
   - Major(s) at the University of Texas (e.g. Government, Plan II, Education, Public Affairs)
   - Planned year of graduation
   - The names and contact information for three professional or academic references

2. **Cover letter**
Please address this to Dr. Weaver, Co-Director of Innovations for Peace and Development and Ms. Nisha Ligon, CEO of Ubongo

Discuss why you may be interested in this internship opportunity with Ubongo
Describe your key interests and skills that may align with the objectives of this internship program
Describe any prior travel or work experience (including research experience) that may be relevant to this position
Please describe your foreign language skills
Please tell us how this internship opportunity would benefit your own educational and professional objectives
Any additional information you would like the selection committee to consider

1. 3. Professional Resume (1-2 pages)

1. 4. Unofficial transcript

We will review applications in early February and conduct interviews (by phone or on campus) in mid to late February. Decisions will be made by mid-March 2018.

For further information, please contact Dr. Catherine Weaver, Co-Director, Innovations for Peace and Development, at ceweaver@austin.utexas.edu.

1/11/2018 - "In years past, Kathleen Murphy of SEDL here in Austin, TX has communicated with you or your predecessor about a graduate student internship opportunity, the “SEDL Scholar.” The intern has worked with what was then SEDL’s Disability Research to Practice program on various disability-related research, training and dissemination activities.

In 2015, SEDL merged with the American Institutes for Research, www.AIR.org. The internship opportunity still exists, but has been renamed and integrated into AIR's HR processes.

Should you have graduate students who may be interested in a part-time internship related to disability research this spring or summer 2018, please feel free to forward the links below to them for their review. We are especially interested in interviewing students who themselves may have disabilities.

KTER
KTDRR

Please let me know if you have any questions, but all application materials must be processed via AIR's online application system.

Best,
Tracy

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Disability & Rehabilitation
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512-391-6517 (voice)
800-266-1832 (KTDRR toll-free)
800-761-7874 (KTER toll-free)
512-391-6578 (TTY)
www.air.org"