

**DEPARTMENT OF PSYCHOLOGY  
TEACHING EXCELLENCE AWARD FOR GRADUATE STUDENTS  
SUBMISSION GUIDELINES**

**Award Process**

- Nominations for the Department of Psychology's Teaching Excellence Award for Graduate Students (TEAGS) are solicited from psychology department faculty and must be received by the sixth week of Spring semester.
- The selection committee for this award is the Departmental Awards committee with the addition of the Vice-Chair for Instruction and the Coordinator of the Psychology 1100 program. The committee reviews all submissions and selects the TEAGS award recipient annually.
- The TEAGS winners receive \$400 and a certificate in recognition of their achievement at the Department's spring meeting and reception.

**Eligibility**

- The graduate student teacher must have taught a course or courses for which she/he had major responsibility, or in which she/he played a major role in the teaching of the course, for a minimum of four semesters (which may include the semester of the nomination).
- At least one of the semesters of teaching must be in the year of the nomination
- Graduate student teachers include students with current GTA appointments or lecturers who are still doctoral candidates in the Psychology department programs

**Nomination Materials**

Nominations should include:

- A letter of nomination from at least one faculty member who is familiar with or can judge the nominee's teaching abilities; more than one faculty member may nominate the same student, in which case the nomination should be coordinated by the faculty involved. Nomination letters should include reports of at least one classroom visitation observing the nominee as a teacher;
- Student Evaluation of Instruction (SEI) for a minimum of three semesters that covers the period on which the nomination was based;
- A statement of teaching philosophy from the nominee
- Any additional documentation of student evaluation of instruction (optional)

**Selection Process**

Nominations received prior to the deadline established each year (during the sixth week of Spring semester) will be reviewed by the members of the selection committee; selection of the TEAGS winner will be by majority vote of the committee members. The TEAGS winner will be selected and announced before the end of the Spring semester. In some cases (funds permitting), there may be up to two winners in one year if there is a tie for the most qualified nominee.