

## Frequently Asked Questions (FAQs)

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### **Should I apply if I have not yet been admitted to a graduate program at UF?**

Yes, please do apply so that you meet the priority deadline. You do not need to have proof of admission until you begin the graduate staff position.

### **Should I apply if I have accepted or may accept an assistantship with my academic department?**

Yes, you should still apply! While most staff members only hold the Graduate position with Housing, a few of our student staff do hold other assistantships concurrently. However, approval must be obtained from the appropriate supervisor for you to hold any assistantship at the same time as a Graduate Staff position with Housing.

### **Do I have to have a Bachelor's Degree and must I be in graduate school to apply for a position?**

Yes, you must have a Bachelor's degree and you must have an application on file with an academic department to be considered for a position.

### **Can I apply for all four of the graduate staff positions?**

Yes! You may apply for all of our positions but you must rank your preference on the application form. While you will be considered for all positions that you apply for, you will only be able to hold one position should you be offered employment. When responding to the short answer questions please submit for each position that you have applied for.

### **Will I receive a tuition waiver?**

At this time only out-of-state tuition fee waivers are provided to eligible Department of Housing and Residence Education student staff pending available funds. This is not guaranteed and we often do not know if funds are available until the semester begins. A scholarship for in-state tuition is available for those applying to the Student Personnel in Higher Education program, please contact Christine Winget at [christinewi@housing.ufl.edu](mailto:christinewi@housing.ufl.edu) for more information about this opportunity.

### **How do I start the process to obtain Florida residency for tuition purposes?**

There are a number of steps that you must complete in order to obtain Florida residency. It is recommended that you begin this process as soon as you join us in Gainesville, Florida. Note: If you qualify for the out-of-state tuition waiver it is still expected that you obtain Florida residency.

### **I've heard that there is an SG sponsored health insurance for graduate assistants at UF, does that apply to these positions in Housing and Residence Education?**

No it does not. Select Graduate Assistantships (GAs) at the University of Florida are eligible to receive health insurance through their academic department. These GA positions are classified as "teaching/research". The graduate staff positions within the Department of Housing and Residence Education are classified as OPS student assistants for employment/job purposes; they perform work for our department and receive a compensation package which happens to also include live-in benefits. These student employees as OPS receive OPS benefits. The Department of Housing and Residence Education does not offer the insurance benefit.

However staff may inquire with the Student Health Care Center about available options for individual purchase.

Graduate Assistants are appointed to academic positions through their academic department. They are appointed to research graduate assistantships, teaching graduate assistantships, or fellowships. Most, if not all, of these positions are represented by a collective bargaining unit. The SG sponsored health insurance was developed for these positions only.

A few true graduate assistantships do exist in Student Affairs departments, but again, these fall into the status described above because they have the recognition and sponsorship of an academic department.

**When will I be notified if I have been offered a position?**

By mid-April you should expect to receive a letter notifying you whether you have been offered employment. However, conditional offers may be made before this date and offers are made throughout the process.

**Is there a preference of what airport I can fly in to?**

It is recommended that you fly into Gainesville Airport for convenience. However, we understand that air-fares may be cheaper for flights into and out of the Jacksonville & Orlando airports. The preference order is listed below:

1. Gainesville, FL (GNV)
2. Jacksonville, FL (JAX)
3. Orlando, FL(MCO) \*Only in extenuating circumstances

**If I fly in can I be picked up?**

Yes! We can make arrangements to pick you up at any of the above listed airports. Please let us know in advance if you will need transportation to and from the airport.

**Is there a travel reimbursement if I am coming from out-of-state for the interview?**

No, travel will not be reimbursed. If you fly in, your transportation to and from the airport is covered by our department. In addition, housing is provided at no cost if you choose to take advantage of one of our two housing options (see next question).

Note: Some academic departments offer travel reimbursements to students who are highly recruited. If this is the case, it might be a good idea to schedule your visit with your academic department around the dates of the interview with Housing (either before or after).

**What are my options for housing while I am visiting/interviewing in Gainesville?**

We offer two options for lodging at no cost. First, you may stay in a guest room, which is a room located within a UF residence hall. Second, you may stay with a current student staff member in his or her graduate apartment. We will work hard to find one of these two locations for you if you are interested. Of course you can make your own arrangements and stay in a hotel or with friends. We can provide a list of hotels in Gainesville if you would like.

**Do I have to have an on-campus visit/interview?**

It is strongly recommended that you have an on-campus interview. If for some reason you cannot make one of the campus visit/interview sessions you must notify the Assistant Director of Housing for Residence Education, Christine Winget at [christinewi@housing.ufl.edu](mailto:christinewi@housing.ufl.edu) immediately.

**Do my references/recommendations have to arrive with my application packet?**

No, the letters of recommendation may be mailed by the individuals completing the letter on your behalf. If you decide to mail the letters of recommendation with your application packet (or just the

letters together in one mailing if you applied on-line) the letters of recommendation must each be in individually sealed envelopes. We also will accept electronic letters of recommendation as long as they are sent directly from the recommender.

**I see that several meals are provided for, what might I have to pay for? Who do I alert if I have a dietary concern?**

Several meals are provided during your on-campus visit/interview session. If you come early or stay later than the scheduled session you will have to have to make your own arrangements to eat. It may be a good idea to bring a little cash for meals/snacks. If you have a dietary concern, please contact Christine Winget at [christinewi@housing.ufl.edu](mailto:christinewi@housing.ufl.edu) immediately.

**Is the orientation mandatory?**

If you attend dinner on the first night it is expected that you will attend the orientation. Keep in mind, the orientation may provide valuable information. If you unable to join us for the opening dinner and cannot attend the orientation, please let Christine Winget ([christinewi@housing.ufl.edu](mailto:christinewi@housing.ufl.edu)) know ahead of time. It is strongly recommended that you attend all scheduled sessions and activities!