

Position: Undergraduate Assistant (UGA)

Eligibility

Requirements:

- a. Only UIU students can apply
- b. Minimum obtained grade for applied course(s): A - (minus)
- c. Minimum CGPA required to apply: 3.5
- d. Minimum required Completed Credits Hours: 60 (at least six Trimester Completed at UIU)
- e. Github Profile Link (mandatory)
- f. Project Show Awards (mandatory)
- g. LinkedIn profile link (mandatory)
- h. Must not be associated with any paid coaching services.

Terms of Reference (ToR)

1. Lab class assistance in presence of faculty member's
2. Student counseling in lab or outside lab classes.
3. Assisting teachers in student assignment checking during lab classes only.
4. Tutorial class, beyond regular class schedule, for students who face difficulty in understanding relevant courses, topics, etc.
5. One lab course required weekly 5.00 hrs. (2 hrs. 30 min in class + 2 hrs. 30 min in counseling).
6. Review the topic of the lab classes, if required and instructed by the course teacher.

Restrictions for Undergraduate Assistant (UGA)

UGAs will **not** be allowed to do the following activities during their tenure:

- a. Marks entry/ calculating
- b. Class Test script checking
- c. Mid-term/Final examination script checking
- d. Mid/Final Exam Invigilation
- e. Printing of questions and other documents.