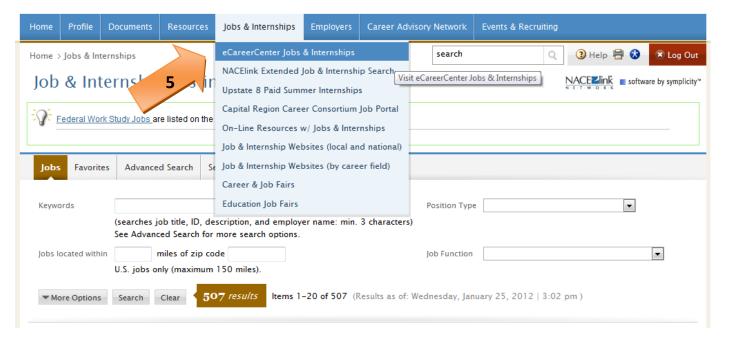
How to Apply for a Graduate Assistantship

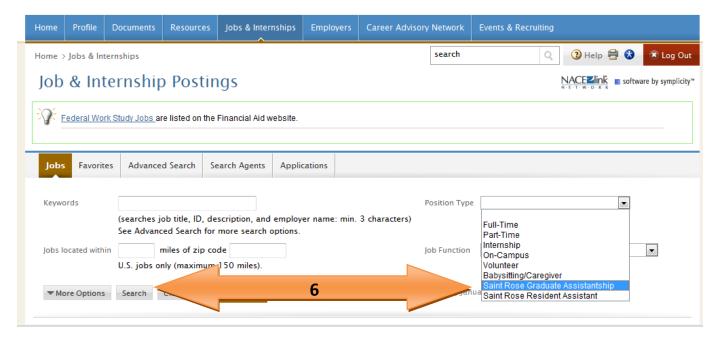
- 1. Create a resume.
- 2. Download and complete a Graduate Assistant Application.
- 3. Visit eCareerCenter, log-in and update/complete your profile.
 - a. First time logging in? Your username and password are your Saint Rose ID number.
 - b. Be sure to update your password when you log-in.
- 4. Click the DOCUMENTS tab to upload your RESUME and APPLICATION.



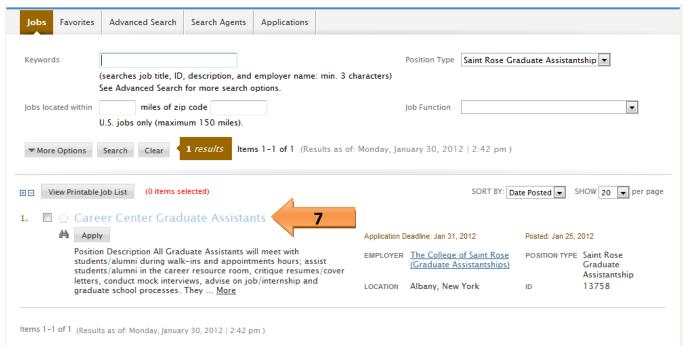
5. Click eCareerCenter JOBS & INTERNSHIPS under the JOBS & INTERNSHIPS tab.



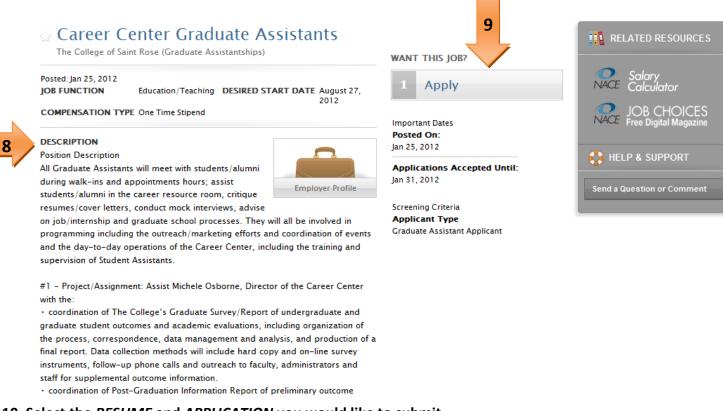
- 6. Search for positions by selecting *Position Type Saint Rose Graduate Assistantship*, then click the *SEARCH* button.
 - a. You will not be able to search by department.



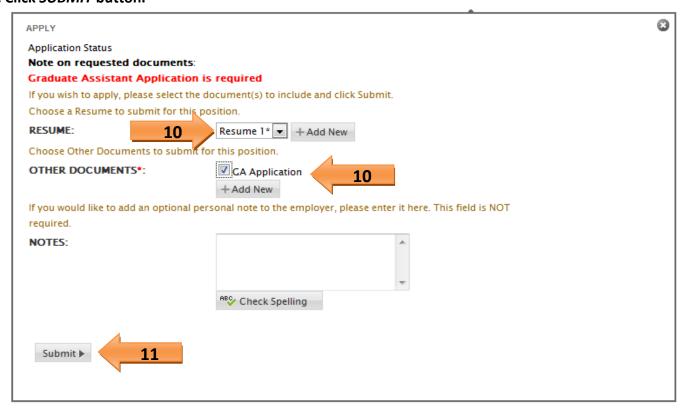
7. Select a position you are interested in.



- 8. Read entire job description to make sure that you are qualified for the position and that you can meet the scheduling needs.
- 9. Click the APPLY button.



- 10. Select the RESUME and APPLICATION you would like to submit.
- 11. Click SUBMIT button.



12. Once your application materials have been submitted and the hiring process begins, hiring supervisors will contact you regarding the interview process. Each supervisor may handle this process differently and in a different time frame. Please be patient during this process.

If you run into any issues with eCareerCenter, please contact the Career Center at (518) 454-5141. If you have questions about the assistantship process, please contact Graduate Admissions at (518) 454-5143 or grad@strose.edu