

# COLUMBIA UNIVERSITY

IN THE CITY OF NEW YORK

CENTER FOR THE CORE CURRICULUM

## Application for Contemporary Civilization Preceptorship, 2011-12

**Eligibility:** Graduate students in the humanities and social sciences who have, or expect to have, the M.Phil. by May 2011 are eligible to apply. Applications from candidates who are further than their FIFTH year of study will not be considered.

**Application** consists of submission by the applicant of:

- 1) a cover letter;
- 2) a *curriculum vitae*; and
- 3) student evaluations and statistical summaries for courses previously taught, if available.

Please submit **three** copies of the application materials to:

Contemporary Civilization Preceptor Selection Committee  
202 Hamilton Hall MC 2811  
Columbia University  
New York, NY 10027

**The deadline for receipt of applications is Friday, November 5th, 2010.**

Please make sure your cover letter contains the following information:

- 1) year of initial registration in Columbia's Graduate School of Arts and Sciences and total number of years registered as of May 2011, excluding leaves of absence;
- 2) date your M.Phil. was received or is expected;
- 3) the title of your dissertation and the name(s) of your dissertation sponsor(s);
- 4) a phone number and email address where you may be reached during the winter break;
- 5) the names of your two referees.

In early December, applicants will be notified to contact their faculty recommenders if their application has advanced to the interview stage. Applicants who have applied previously may re-apply. No advantage or disadvantage is attached to either new or repeat applicants: each year's recruitment is a fresh competition. Please note that, if selected, you will be appointed for two consecutive years—namely your 6<sup>th</sup> and 7<sup>th</sup> years of GSAS registration.

**Interview:** The interviewing committee is especially interested in candidates with the following qualifications: 1) previous and effective teaching experience; 2) knowledge of the purposes and traditions of the course and thoughtful, energetic commitment to its teaching; and 3) familiarity of Columbia's Core Curriculum as a whole.

### **Timetable:**

**November 5:** Deadline for submission of preceptor applications to 202 Hamilton Hall.

**January 3:** Deadline for letters of recommendation

**January 3-7:** Calls to applicants selected for interview

**January 10-14:** Interviews *\*\*If you will be out of the country on these dates, contact the Core Office and we will do our best to schedule a December interview.\*\**

**March 14:** Departments and applicants will be informed of recruitment results. Depending upon the number of openings available, successful applicants will be appointed or placed on an alternate list.

**April 22:** (Tentative) CC Orientation for new preceptors