



**Community Internship Graduate Assistants Student Guidelines**

Community Internship Graduate Assistants (CIGAs) are funded by community partners from the private, public, and non-profit sectors. These partnerships allow organizations to support graduate students by providing them hands-on experience as community intern graduate assistants (GAs). Students in CIGAs are UNLV GAs who are supervised by their UNLV faculty advisor, paid through UNLV, subject to the UNLV GA Handbook, and receive additional mentorship from their CIGA site mentor.

CIGAs are designed to enhance students' educational experiences in their programs. I as a student appointed to a CIGA position, I acknowledge that:

- I am appointed by the Graduate College's Graduate Financial Services office.
- Like all GAs, I work up to 20 hours per week during the standard GA work schedule aligned with the UNLV academic calendar.
- As a CIGA I am considered a UNLV graduate assistant, not an off campus employee, or employee of the host site, and neither I nor my labor may not be subcontracted out.
- I will complete my CIGA under the supervision of a UNLV faculty advisor and a CIGA site mentor.
- My position is governed by the [UNLV Graduate Assistant Handbook](#).
- International students must consult with the Office of International Students and Scholars (OISS) before beginning a CIGA position.
- Problems, questions, or concerns should be brought to the attention of my faculty advisor and then, if needed, to Brianne Heinle, Executive Director of Graduate Financial Services and Business Operations for the Graduate College.

CIGA Student Signature:

\_\_\_\_\_ Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

<Student Name>, <Program>, CIGA