

# **RESOURCES FOR YOUR ACADEMIC CAREER: A GUIDE TO SERVICES FOR GRADUATE STUDENTS**

The University of Chicago offers a range of programs and services designed to support the development of graduate students. The resources outlined in this booklet should assist University of Chicago graduate students prepare for a successful career. Three key offices at the university provide some essential tools for graduate student professional development:

- **Office of Graduate Affairs**
- **Center for Teaching and Learning**
- **Career and Placement Services**

The professionals in these offices encourage students to consider both the range of services available to them and the time during their graduate training when they might best take advantage of these resources.

This booklet provides suggestions for applying resource offerings to career development plans. It also provides listings of important services and resources for graduate students at the University of Chicago. Additionally, recommended readings and websites are included throughout the booklet to address graduate student professional development.

Up-to-date listings of programs and workshops offered by the graduate resources offices are distributed each quarter via e-mail and in flyers posted in divisional and departmental offices.

Any questions or comments regarding this booklet should be directed to [graduate-resources@orgs.uchicago.edu](mailto:graduate-resources@orgs.uchicago.edu).

## OFFICE OF GRADUATE AFFAIRS

5801 S. Ellis Avenue

Administration Building, Room 221-A

Phone: 773-702-7813

Fax: 773-702-1194

E-mail: [graduate-affairs.uchicago.edu](mailto:graduate-affairs.uchicago.edu)

<http://grad-affairs@uchicago.edu>

*Monday-Friday 8:30 a.m.-5:00 p.m.*

*No appointment is necessary during business hours.*

The Office of Graduate Affairs works with the Graduate Divisions and the Divinity School to provide information and services to Master's and doctoral students. The office advises both undergraduate and graduate University of Chicago students and visiting students on a number of topics including: applying to graduate school, financing graduate school, fellowship opportunities, personal issues, identifying university and other resources, teaching opportunities, and future plans. The office also provides the following:

### FELLOWSHIP ADMINISTRATION AND ADVISING

The office works to increase fellowship opportunities for students by advising students about various fellowships, disseminating information about fellowships, writing proposals, meeting with faculty members about specific fellowships, and serving as a general informational resource for various university offices.

The office runs **grantsmanship and professionalization workshops** that focus on funding for graduate study and issues related to academic careers. It also loans out a videotape of Professor John Comaroff on "Tips for Successful Grant Application." A listing of current workshops is available on the Office of Graduate Affairs' website.

The office has an online **Fellowship Kiosk** (<http://grad-affairs.uchicago.edu/felpage.html>) for students wishing to conduct database searches or learn more about funding opportunities. The Fellowship Kiosk website offers a number of bookmarked databases, a list of fellowship advisors at the university, and news about upcoming fellowship applications. A computer in the Office of Graduate Affairs provides Internet access to students interested in searching for fellowships on the Fellowship Kiosk.

Students are welcome to peruse materials in the Office of Graduate Affairs' **Graduate Resource Center** which includes binders of fellowship flyers and books on fellowship resources. In addition, there are over 50 handouts in display cases on topics of interest to graduate students such as funding resources, the academic job search, teaching-related jobs, dissertation and proposal-related articles, and applications for specific fellowships. Graduate Affairs also publishes the *Graduate Student News*, which provides information about fellowship policies, deadlines, and upcoming competitions.

### ENGLISH AS A SECOND LANGUAGE PROGRAMS

The office runs two **English as a Second Language (ESL) programs**. The first, an intensive Summer Language Institute, serves 100 first-year international students across divisions and professional schools with seven separate instructional modules. The second program is an academic-year class available to any registered international student. In addition, the Office of

Graduate Affairs facilitates a summer Spouse/Partner Program that provides a welcoming environment where participants can meet other newcomers, develop friendships, and learn about American culture.

## **EDUCATIONAL EXCHANGE PROGRAMS**

The office administers two Traveling Scholar Programs that allow University of Chicago doctoral students to take advantage of educational opportunities at institutions in two participating consortia. The **Committee on Institutional Cooperation (CIC)** consortium includes the “Big 12” universities and the **Exchange Scholar** consortium includes the Ivy League institutions as well as MIT, Stanford, and Berkeley. Students at any of the aforementioned schools are also eligible to study at the University of Chicago for up to one academic year.

## **BIBLIOGRAPHY** (\*available for reference in Admin. 221-A)

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Cassidy, D. J., The Scholarship Book, 5<sup>th</sup> Ed., Prentice Hall, 1996.  
Cassidy, D. Ed., Worldwide Graduate Scholarship Directory, 4<sup>th</sup>, Career Press, 1995.\*  
Hall, M., Getting Funded: A Complete Guide to Proposal Writing, Continuing Education Publications of Portland State University, 1988.\*  
Peterson’s Grants for Graduate and Post Doctoral Study, 5<sup>th</sup> Ed., (compiled by University of Massachusetts Amherst) Peterson’s, 1991.\*  
The Graduate Student’s Complete Scholarship Book, Sourcebooks, Inc., 1998.\*

# CENTER FOR TEACHING AND LEARNING

5845 S. Ellis Avenue

Gates-Blake Hall, Room 123

Phone: 773-834-4439

Fax: 773-834-0493

E-mail: [teaching@college.uchicago.edu](mailto:teaching@college.uchicago.edu)

<http://teaching.uchicago.edu>

Monday-Friday 8:30 a.m.-5:00 p.m.

The Center for Teaching and Learning provides services to graduate students interested in pursuing an academic career and to faculty engaged in teaching undergraduate and graduate students. The Center supports beginning and experienced teachers in the acquisition and development of pedagogical skills and knowledge. Professional development opportunities offered by the Center include workshops and consultations on subjects ranging from pedagogical strategies and course design to the incorporation of new technologies in the classroom. Additional resources available to the teaching community through the Center consist of: a lending library of educational books, articles, and videos, a website devoted to fostering an online community of teachers at the University, and the opportunity to have teaching demonstrations videotaped and critiqued by one's peers.

## PROGRAMS

**Workshop on Teaching at Chicago:** A two-day program offered during Fall Orientation Week for graduate students across the disciplines who have teaching or course assistant assignments in the College during the upcoming year. Sessions are designed primarily for new and beginning teachers on such topics as: *Culture and Curriculum of the College*, *Authority and Ethics in the Classroom*, *Ensuring Equity in Grading*, *Academic Integrity*, *Mid-Course Adjustments*, *Strategies for Encouraging Classroom Discussion*, *Teaching Your Own Course*, *Effective Lecturing*, *Teaching in the American Classroom*, *Teaching Writing and/or Problem Solving*, *Dealing with Classroom Conflict*, *Using the Library as a Resource*, *Technology in the Classroom*, and *The Roles and Duties of the Course Assistant*.

Although the workshop is primarily geared towards those with teaching assignments for the upcoming year, it is also open to students without a teaching assignment who are preparing for their careers as teachers.

**Basic Teaching Skills Workshops:** These one-day workshops focus on basic teaching skills for new and experienced teachers alike. One or more topics are engaged during each of the Fall and Winter Quarters. Upcoming workshops include: *Workshop on Course Design*, *Designing a Teaching Portfolio*, *Workshop on Active Learning*, *Creating Writing Assignments*, *Getting Early Feedback on Your Teaching*, *Teaching to Diversity*, and *Strategies for Effective Lecturing*.

**Conference on Best Practices in College Teaching:** During this annual program, teachers who are experts within their fields share pedagogical strategies with those who are teaching or preparing to teach. The conference's main goal is to prepare students for the professional life in academia that follows graduate school. Each year's program is organized by divisional focus in order to address the very different issues confronted in various fields. Past conferences were: *"Making Students Matter: Innovative Strategies for Encouraging Classroom Discussion,"* (May, 2000), *"Lessons from New Faculty: Teaching Across the Social Sciences,"* (May, 2001),

*“Lessons from New Faculty: Teaching Across the Physical Sciences,” (May, 2002), and “Foreign Language Pedagogy,” (May, 2003).*

**Conversations on Teaching:** The Center for Teaching and Learning invites all graduate students and faculty to attend a brown bag lunch series designed to build a bridge between research and teaching. The conversations allow participants to discuss a range of pedagogical issues with active research faculty at the University and to explore links between disciplinary structures and classroom approaches.

**The (Un)Common Core:** The Center co-sponsors The (Un)Common Core conference with the Society of Fellows. This conference is an all-day series of lectures and discussions on teaching in the Humanities, Social Sciences, and Civilizations Core.

## RESOURCES

**Certificate in Teaching:** This certificate is offered to graduate students in departments that require course work on pedagogy for completion of the doctorate. Beyond the departmental course, requirements include a series of five workshops offered at the Center for Teaching and Learning on issues in teaching, an Individual Teaching Consultation (see below), and the production of a Teaching Portfolio.

**Electronic Coaches:** Co-sponsored by Networking Services and Information Technologies, the Library, the Office of the Provost, and the Center, this program places trained graduate students in the role of facilitator for faculty seeking to integrate technology into their courses. The student E-coaches work on smaller projects on a one-on-one basis as well as larger projects within departments to bring technology to the classroom.

**Individual Teaching Consultations:** Individual Teaching Consultations (ITC) are offered to all graduate students currently teaching, lecturing, or serving as a teaching assistant in a class at the University or nearby college. For Individual Teaching Consultations, the graduate student is first videotaped teaching in the classroom. Then, the student, a Center professional and two Graduate Teaching Consultants discuss and evaluate the student’s teaching. Prior to the videotaped classroom session, the graduate student will present a plan for that single period of classroom instruction and explain the overall goals of the course using a syllabus and other course documents.

**Lending Library:** The Center holds a collection of educational books, articles, and videos that graduate students can borrow.

**Teaching Consultations:** Any graduate student or member of the faculty, who is teaching a course or planning to teach a course, may choose to consult with a member of the Center on issues related to classroom teaching. Teaching Consultations are available to graduate students who would like help in the following areas:

- Videotaping a class session
- Feedback on course syllabi and teaching portfolios
- Course revision
- Classroom crises
- Developing tools for assessment and evaluation
- TA development or other issues in classroom teaching

**Website (<http://teaching.uchicago.edu>):** The Center's website connects faculty and graduate students to reflections on teaching by some of the University's most distinguished practitioners, to resources for classroom teaching located at the University itself, and to other teaching center websites. The site also includes announcements about upcoming programs, a bibliography on pedagogical topics, and advice on a range of teaching issues related to planning and leading college courses.

**FURTHER READING** (available online or in Gates-Blake 123)

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- Walvoord, B.E. and Anderson, V. Effective Grading: A Tool for Learning and Assessment. San Francisco, CA: Jossey-Bass, 1998.
- Weinstein, C.E. and Meyer, D.K. "Cognitive Learning Strategies and College Teaching." In R.J. Menges and M.D. Svinicki (Eds.), College Teaching: From Theory to Practice. New Directions for Teaching and Learning, no. 45. San Francisco, CA: Jossey-Bass, 1991

# **CAREER AND PLACEMENT SERVICES (CAPS)**

1212 E. 59<sup>th</sup> Street

Ida Noyes Hall, 3rd Floor

773-702-7040

<http://caps.uchicago.edu>

*Monday – Friday 9:00 a.m. – 5:00 p.m.*

Career and Placement Services (CAPS) offers programs and services designed for graduate students, graduate alumni, and post-doctoral researchers in the graduate divisions and Divinity School.

## **GRADUATE CAREER COUNSELING**

CAPS graduate career counselors provide confidential help with everything from C.V. and resume review to self-assessment for a job search within or outside of academia. Graduate students, post-docs or alumni can schedule an appointment with a career counselor through the CAPS office. Alternatively, graduate career counselors also hold walk-in hours several days a week during the academic year for quick questions and C.V. and resume reviews.

## **THE ACADEMIC JOB SEARCH: PROGRAMS AND WORKSHOPS**

**C.V. Workshop** provides help on creating an academic C.V. for the first time or tailoring an existing C.V. to different types of institutions and academic needs (conferences, fellowships, and tenure-track faculty position applications, etc.). It is offered during the Summer term.

**Preparing for the Academic Job Market** provides a general overview of the academic job search process. Workshops include: assembling application materials, managing an online reference file, and applying for faculty and research positions. It is offered in the Fall, Spring and Summer terms.

**Academic Interviewing** workshops include a general session before the major professional meetings in the fall and a special program on campus interviews in November and in early January. CAPS graduate counselors also offer mock academic interviews.

Other academic career programs include **Negotiating an Academic Offer**, **Getting Published**, **Adjuncting 101**, and **Your First Year as a Professor**.

**Interfolio.com** maintains confidential files of reference letters from professors and supervisors for students and alumni of the University. A file can be opened at any time during a student's academic career for the gathering letters of recommendation for applications to academic jobs or other positions, fellowships, and internships. To establish a Reference File, please visit the website at <http://caps.uchicago.edu/interfolio>.

## **EXPLORING OPTIONS BEYOND ACADEMIA: PROGRAMS AND WORKSHOPS**

**The Career Exploration Seminar** is a five-week seminar offered Winter, Spring, and Summer quarters that takes participants through a process of self-assessment, skills identification, career brainstorming, and job search skills development. Though no prior exposure to career planning is

required, participants will be expected to do a modest amount of preparation for each session. Ph.D. students considering non-academic career alternatives, post-docs and Master's students in the Divisions and Divinity School are welcome to attend.

**The Science Career Forum** is co-sponsored by the Divisions of the Physical and Biological Sciences, Northwestern University, and *Science Magazine*. This annual program provides doctoral students and post-doctoral researchers with an opportunity to showcase their work to employers from industry, business, and government. Students and post-docs present their research in a poster session, which is followed by a career fair featuring employers interested in hiring Ph.D. scientists. This annual program attracts over 20 employers and 400 students and post-docs.

**“Careers in....” Panels** are a series of panel discussions on rewarding career paths for graduate students. Each session features alumni with graduate degrees who work outside of academia. Specialized panels have included: *Careers in Consulting for Graduate Students*, *Careers for Humanities Graduate Students*, *Careers in Freelancing*, *Finding an International Job*, *Careers for Ph.D. Scientists*, and *Careers in NGOs, Foundations and Think Tanks*.

**Beyond-Ivory** is an online listserv for Ph.D. students considering a career outside academia. Moderated by CAPS graduate career counselors, this e-mail service offers job postings, announcements of programs and recruiter visits, and general career exploration advice. Sign up online at <http://caps.uchicago.edu/resources/emailindex.html>.

**The Graduate Student Careers E-Mail list** is a listserv for non-academic jobs, maintained by the CAPS staff with job postings and information regarding career events of special relevance to Master's students. For more information, visit <http://caps.uchicago.edu/undergrads/gettingstarted/emaillists.html>.

## **BIBLIOGRAPHY** (these titles and others available in CAPS library)

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- Bolker, J., Writing Your Dissertation in Fifteen Minutes a Day, Henry Holt, 1998.
- Boss, J.M. and S.H. Eckert, Academic Scientists at Work, Kluwer Academic, 2003.
- Bouffis, C. and V.C. Olsen, On the Market: Surviving the Academic Job Search, Berkley Publishing Group, 1997.
- Coiner, C. and D.H. George, The Family Track: Keeping Your Faculties while You Mentor, Nurture, Teach, and Serve, University of Illinois, 1998.
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- Frost, P.J. and M.S. Taylor, Rhythms of Academic Life: Personal Accounts of Careers in Academia, Sage Publications, 1996.
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- Newhouse, M.L., Cracking The Academia Nut, Harvard University, 1997.
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- Peters, R.L., Getting What You Came For: The Smart Student's Guide to Earning a Master's or a Ph.D., Noonday Press, 1997.
- Reis, R.M., Tomorrow's Professor: Preparing for Academic Careers, Institute of Electrical Engineering and Electronics, 1997.
- Robbins-Roth, C. Alternative Careers in Science: Leaving the Ivory Tower, Academic Press, 1998.
- Schoenfeld, A.C., and R. Magnan, Mentor in a Manual, Atwood, 1994.
- Tight, M., Academic Career Handbook, Open University Press, 1998.
- Toth, E., Ms. Mentor's Impeccable Advice for Women in Academia, University of Pennsylvania Press, 1999

## ONLINE RESOURCES

<http://ase.tufts.edu/cae>

The Tufts University Center for Academic Excellence site cross-references the online teaching handbooks of 13 universities.

<http://president.scfte.nwu.edu/>

Searle Center for Teaching Excellence, Northwestern University

<http://bokcenter.fas.harvard.edu>

Derek Bok Center, Harvard University's Teaching Center

<http://ctl.stanford.edu/>

Stanford University's Center for Teaching and Learning

<http://www.collab.org>

Collaboration for the Advancement of College Teaching and Learning

<http://www.ntlf.com/>

The National Teaching and Learning Forum

<http://www.library.uiuc.edu/iris>

This University of Illinois at Urbana-Champaign website houses a searchable database (IRIS) for research funding in U.S. and abroad.

<http://www.gsas.harvard.edu>

The Harvard University site contains links to online resources, reading suggestions, and proposal writing advice.

<http://www.nagps2.org>

The National Association of Graduate and Professional Students

<http://www.woodrow.org>

The Woodrow Wilson Foundation provides humanities and social science Ph.D. students and recent graduates with funding and post-doctoral opportunities.

<http://grants.nih.gov/grants/index.cfm>

The National Institute of Health provides information on grants and funding opportunities.

<http://www.grad.nd.edu/gfd/>

The Notre Dame Graduate Fellowship Database runs customized online searches for graduate and post-doctoral fellowships, grants, and awards.

<http://ctl.stanford.edu/Tomprof/index.shtml>

The archives of Tomorrow's Professor, a listserv focused on preparing students for academic careers in science and engineering.

<http://chronicle.com>

The Chronicle of Higher Education's Career Network provides many resources, including job ads, career advice and links to other useful sites.

<http://www.phds.org>

Ph.D.s.org contains great links to articles, post-doc positions, and information for science graduate students.

<http://nextwave.sciencemag.org>

An excellent source of information and advice on grants and careers for science graduate students and post-doctoral researchers.

# ADDITIONAL CAMPUS RESOURCES FOR GRADUATE STUDENTS

## ACADEMIC TECHNOLOGIES

**1155 E. 60th St., 834-4499**

**<http://intech.uchicago.edu>**

Academic Technologies (AcadTech), a unit of Networking Services & Information Technologies (NSIT), manages and maintains a broad range of services, resources, and facilities located throughout campus as part of its support of instruction and research at the University of Chicago. Some services include: **Digital Media Laboratories**, **Instructional Technology** and **Multimedia Services**. To learn more about NSIT Academic Technologies, please feel free to explore the website.

## CAMPUS MINISTRIES & ROCKEFELLER MEMORIAL CHAPEL

**5850 S. Woodlawn Ave., 702-2100**

**<http://rockefeller.uchicago.edu>**

The Rockefeller Memorial Chapel welcomes students of all faiths. Chapel events include worship services, religious education classes, inter-faith dialogue, and performances by world-renowned musicians. The Rockefeller Chapel office, open daily, serves as the liaison between the University and campus ministries.

## CHILD CARE REFERRAL SERVICES

**Benefits Office**

**970 E. 58th St., 702-1017**

The Benefits Office can provide assistance in locating childcare in the community.

**Illinois Daycare Action Council Service**

**564-8890, [childcare@daycareaction.org](mailto:childcare@daycareaction.org)**

The Illinois Daycare Action Council Service offers a free referral service that can help students locate day-care arrangements and babysitting.

## DISABILITY ASSISTANCE

**5801 S. Ellis Ave. (Administration), Room 222, 702-7773**

The University strives to support the needs of each individual, but it does not have a comprehensive program for students with disabilities. Students with disabilities should contact their area Dean of Students and the Associate Dean of Student Services to request assistance and coordination of accommodations at the University.

## DISSERTATION OFFICE

**1100 E. 57th St., (Regenstein Library) Room 100-B**

**<http://www.lib.uchicago.edu/e/phd/>**

The Office of Academic Publications oversees dissertation guidelines and maintains complete copies of each dissertation submitted for degree.

## ENGLISH AS A SECOND LANGUAGE OPPORTUNITIES

**International House**

**1414 E. 59th St., 703-1292**

**<http://ihouse.uchicago.edu/esl/esl.html>**

International House offers programs in basic English, grammar, pronunciation, conversation, and advanced writing.

**The Academic Skills Assessment Program (ASAP)**  
**5737 S. University Ave., 702-9800**  
**<http://counseling.uchicago.edu/asap/>**

This program offers support to University of Chicago students seeking to improve their academic English communication and writing skills. In addition, ASAP offers study skills assessment and workshops for all students.

**Office of Graduate Affairs**  
**5801 S. Ellis Ave. (Administration), Room 221-A, 702-7813**  
**<http://grad-affairs.uchicago.edu>**

For information about ESL offerings and academic year and summer programs, call 702-7813 or e-mail *mw-hamblin@uchicago.edu*.

**GRADUATE STUDENT COUNCIL**  
**702-9732**

**<http://sg.uchicago.edu/assembly/gc>**

The legislative branch of the university-wide student government for graduate students, Graduate Student Council, is composed of students from graduate divisions and professional schools.

**NEIGHBORHOOD SCHOOLS PROGRAM**

**5525 S. Ellis Ave., Room 165, 834-1935**  
**<http://neighborhood-schools.uchicago.edu/>**

The Neighborhood Schools Program (NSP) employs University undergraduate and graduate students to work in elementary and high school classrooms in communities near the University of Chicago. For students considering a career in community service, secondary school teaching or working with young people, this program provides excellent opportunities for gaining experience.

**OFFICE OF INTERNATIONAL AFFAIRS**

**1414 E. 59<sup>th</sup> St. (International House), Room 29, 702-7752**  
**<http://internationalaffairs.uchicago.edu/>**

The Office of International Affairs serves both international students at the University and American students who are planning to travel overseas for research and study.

**OFFICE OF MINORITY STUDENT AFFAIRS (OMSA)**

**5801 S. Ellis Ave. (Administration), Room 203, 704-4672**  
**<http://omsa.uchicago.edu>**

The Office of Minority Student Affairs supports the University's efforts to increase minority representation in academia. It helps to promote a University community, which welcomes cultural diversity and values the contributions of all of its members. OMSA gathers information about efforts throughout the University that affect its success in these areas, and advises the Director of OMSA in the development of programs and initiatives to vigorously recruit African American, Latino, and Native American students, to maintain or improve the retention and graduation rates of these students, and to enhance the quality of campus life.

**OFFICE OF THE REYNOLDS CLUB AND STUDENT ACTIVITIES**

**5706 S. University Ave., 702-8787**  
**<http://studentactivities.uchicago.edu>**

The Office of the Reynolds Club supports a wide range of student activities on campus to assist graduate students in exploring new interests and maintaining a balanced life.

**OMBUDSPERSON**

**1212 E. 59th St. (Ida Noyes Hall), Room 214, 702-8422**

**<http://ombudsperson.uchicago.edu/>**

The student ombudsperson is available to assist you in sorting out specific campus grievances when the existing channels of communication have proved unsatisfactory.

#### **QUEERS AND ASSOCIATES**

**5706 S. University Ave. (Reynolds Club), Room 004, 702-9734**

**<http://qa.uchicago.edu/>**

Q&A is one of the most active gay/lesbian organizations on campus serving graduate and undergraduate students. It provides information as well as social and political opportunities to lesbian, gay, bisexual, and transgendered students.

#### **SEXUAL HARASSMENT COMPLAINT ADVISORS**

**<http://www.uchicago.edu/docs/sexualharrasment/resources.html>**

If a student feels that he or she may have been sexually harassed, a Complaint Advisor is available to discuss how to proceed and provide a forum for free and open discussion. The Complaint Advisor will review with the student the informal and formal steps to take and can help the student to decide what to do in his or her particular situation.

#### **STUDENT COUNSELING & RESOURCE SERVICES (SCRS)**

**5737 S. University Ave., 702-9800**

**<http://counseling.uchicago.edu>**

The SCRS offers a range of counseling services and academic support, including the Academic Skills Assessment Program (ASAP) and a dissertation writer's support group. To schedule an appointment—or to make any non-emergency inquiry—call 702-9800 between 8:30 a.m. and 5:00 p.m. Monday through Friday.

#### **UNIVERSITY COMMUNITY SERVICE CENTER (UCSC)**

**5525 S. Ellis Ave. (Parking Structure), 753-GIVE (4483)**

**<http://communityservice.uchicago.edu>**

UCSC serves as a clearinghouse to help students and others find volunteer opportunities throughout the city of Chicago. The center offers a database that provides links to on-campus community service opportunities, advice and support for students or groups looking for specific volunteer opportunities, and discussion with community leaders. The UCSC database also includes listings of scholarships, fellowships, internships, and work/study opportunities in the area of community service.

#### **UNIVERSITY WRITING PROGRAM**

**1010 E. 59th St. (Classics), Room 45-A, 702-1936**

**<http://writing-program.uchicago.edu>**

The University Writing Program offers classes on writing to undergraduate and graduate students primarily through the Academic and Professional Writing Program (also known as the Little Red Schoolhouse). The Writing Program also hires graduate students as interns and lectors for writing and Humanities Core courses.