Graduate Assistant Training (TA/RA)

**Graduate Assistant Training** provides valuable information and resources and is required for all new graduate TAs and RA’s. Returning teaching and research assistants should visit their training portal to complete any new ASU training requirements.

The trainings are a combination of ASU required trainings as well as Graduate College trainings. Failure to complete the required trainings could result in the termination of your graduate assistantship.

- Log into **ASU Career Edge**.
  - Search for “Graduate Assistant Training Verification (TA/RA)”
- The Graduate Assistant Training Verification (TA/RA) course is used to **track** the completion of these required trainings for your graduate assistantship.
  - Within this course, you can access the required trainings.
  - To begin a training, click the Required Training link to view the Training Details and launch course.
    - If the training is already complete, it will display “You have already completed this training”.
  - As you complete each training, utilize the tracking page to verify completion of the training.
    - **Do not verify until you have completed each training in its entirety.**
  - The required trainings are:
    - Arizona Public Service Policy
    - Community of Care: Welcome Sun Devils
    - Community of Care: Coming to Campus
    - Community of Care Training for Employees
    - Everfi Violence Prevention program
    - FERPA Training for Staff (for System Access)
    - Fire Safety
    - Information Security Awareness Training
    - Preventing Harassment and Discrimination (Non-supervisor)
    - Research and Academic Integrity
    - Title IX and Your Duty to Report

**Important:** When each training is completed, you must return to the Graduate Assistant Training Verification (TA/RA) course to record the completion.