ASU Graduate College
Arizona State University

Graduate Assistant Training (TA/RA)

This training is **required** for all new TAs. Returning TAs should visit their training portal to complete any new ASU training requirements that may supplement earlier TAD requirements. The program is also highly encouraged for both new and returning RAs.

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 (career-edge.asu.edu).
  - **My Training** on the main login screen will display the Graduate Assistant Training Verification (TA/RA).
    - Note: You can also view My Transcript to identify your in-progress and completed courses.
- 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:
    - ASU Information Security Training Refresher
    - Community of Care
    - Consent and Respect
    - Core Strategies for Teaching in Higher Ed
      - Note: you must watch every video in full before moving to the next section to ensure proper completion
    - FERPA Tutorial for System Access
    - Preventing Discrimination and Harassment at ASU
    - Research and Academic Integrity Tutorial
    - Title IX – Your Duty to Report
- If you need to return to a training in progress, go to **My Transcript**, select the button next to the training.

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