



2023 - 2024 New Resident Assistant (RA) Process Timeline & Checklist

A new RA is considered to be someone who is interested in the RA role and has not served in the RA role in HRL or FSL prior to August 2023 at Texas Christian University.

How to Apply:

- **Attend An Info Session:** All new RA candidates are required to attend 1 information session to learn more about the position and determine if this is something you should pursue. You will have time to meet members of the Student Staff Selection Committee and talk to Hall Directors and current student staff in small breakout groups. Attendance will be taken at each session.
 - a. **Thursday, 11/3 @ 8:30 p.m. (BLUU Ballroom)**
 - b. **Wednesday, 11/16 @ 9:00 p.m. (KFCB 203A)**
 - c. **Thursday, 12/1 @ 8:30 p.m. (BLUU Ballroom)**
 - d. **Wednesday, 1/18 @ 9:00 p.m. (BLUU Ballroom)**
- **Complete the Online Application:** Log onto my.tcu.edu to complete the RA application by clicking on the housing icon no later than **Sunday, January 22, 2023**.
 - a. You will choose FSL Resident Assistant, unless you would like to be considered as a dual candidate for both areas.
- **Interview Labs:** All candidates are encouraged to attend Interview Labs on either day offered to practice their interview skills with a professional staff member and learn more about themselves before going into the in-person selection experience.
 - a. **Wednesday, February 1, 2023**
 - b. **Thursday, February 2, 2023**
 - c. RSVP for interview labs will be emailed to you directly after applications are closed.
- **Invitation to Selection Week:** RA candidates will be invited to an in-person selection experience **Wednesday, February 8, 2023 through Saturday, February 11, 2023**.
 - a. Staff will check position requirements and your eligibility prior to sending you information about Selection Week.
 - b. Information for Selection Week will be emailed to you after applications are closed.
- **Candidate Receptions:** After selection week, select candidates will be invited to return for RA Candidate Receptions. This will allow you to meet Hall Directors and current student staff and continue building relationships as the final round of the process.
 - a. The exact information for Candidate Receptions will be emailed to you after Selection Week if you are asked to return for the final round for **Wednesday, February 15, 2023**.
- **New RA Notification:** All new RA candidates will receive their offer letters no later than **Friday February 24, 2023** and must accept or decline their offer by **Wednesday, March 1, 2023** at 11:59 p.m. (CST)

Failure to complete any part of the application or interview process can affect your status for candidacy.

Questions about this process? Contact Bella Ricke at i.r.ricke@tcu.edu or Kelsie Flowers at kelsie.flowers@tcu.edu.