



2024-2025 New Resident Assistant (NRA) Process Timeline & Checklist

Fraternity and Sorority Life (FSL) and Housing and Residence Life (HRL) are excited that you have an interest to work with one or both of us in the 2024-2025 academic year! Texas Christian University (TCU) offers many leadership opportunities for all students, and we hope that you are able to find what you are looking for within this position.

Below you will find more information related to the New Resident Assistant (NRA) process, timeline, and checklist to guide you. We encourage you to read the information thoroughly and reach out if you have any specific questions related to the role. We wish you all the best, and we look forward to connecting with you through this selection process!

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 2024 at Texas Christian University. For the full position description visit our [HRL Work With Us](#) website.

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. **Wednesday, 11/15 @ 7pm (BLUU Auditorium)**
 - b. **Thursday, 11/30 @ 7pm (King Family Commons – 203)**
 - c. **Wednesday, 12/6 @ 8pm (King Family Commons – 203)**
 - d. **Wednesday, 1/17 @ 8pm (BLUU Ballrooms)**
 - e. **Tuesday, 1/23 @ 7pm (BLUU Ballrooms)**
- ☐ **Complete the Online Application:** Log onto my.tcu.edu in your housing portal to complete the RA application by clicking on the housing icon no later than **Sunday, January 21, 2024 at 11:59 p.m. (CST)**
 - a. You will choose HRL Resident Assistant or FSL Resident Assistant, unless you would like to be considered as a dual candidate for both areas.
 - b. Within the application you will complete a short essay prompt with a 2500-character max count for review into the next round of this process. Anything above this will not be considered and affect your application scoring.
- ☐ **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. **Tuesday, January 30, 2024**
 - b. **Friday, February 2, 2024**
 - 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 **Thursday, February 8, 2024 through Saturday, February 10, 2024.**
 - a. Staff will check application materials, position requirements and your eligibility prior to sending you information about Selection Week if you are eligible to move to this round.
 - b. Information for Selection Week will be emailed to you after applications are closed.

- **New RA 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 New RA Candidate Receptions will be emailed to you after Selection Week if you are asked to return for the final round for **Thursday, February 15, 2024**.
- **New RA Notification:** All new RA candidates will receive their offer letters no later than **February 26, 2024** and must accept or decline their offer by **Thursday, February 29, 2024**.

Failure to complete any part of the application or selection process requirements will remove you as a candidate for consideration.

Questions about this process? Contact our team:

- Housing and Residence Life: André Giammattei at ANDRE.GIAMMATTEI@tcu.edu or 817-257-3688.
- Fraternity and Sorority Life: Paige Eidenschink at FSLHousing@tcu.edu or 817-257-6950.