



STUDENT
AFFAIRS

Housing & Residence Life

2024-2025 Returning Resident Assistant (RRA) Process Timeline & Checklist

The Office of Housing and Residence Life (HRL) is excited that you have a continued interest to work with us in the 2024-2025 academic year! You have many student leadership opportunities and options at Texas Christian University (TCU). We want to make sure to provide you with all of the information you need as you navigate your opportunities and interests for the next academic year.

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

A Returning Resident Assistant (RRA) is considered to be someone who has served in the RA role through Fraternity & Sorority Life or Housing and Residence Life for 1+ semesters by August 2024 at Texas Christian University. For the full position description visit our [HRL Work With Us](#) website.

How to Apply:

- ☐ **Hall Director Meeting:** Meet with your Hall Director to determine if this is something you should pursue. Discuss pros and cons, strengths and opportunities for growth, and applying to stay or applying to move communities.
- ☐ **Complete the Online Application:** Complete the [Returning RA application](#) no later than **Friday, December 15, 2023**.
- ☐ **Notify your Hall Director:** All Hall Directors must submit a **Supervisor Review Form** for each candidate being considered under their supervision no later than **Wednesday, January 10, 2024**.
 - The Student Staff Personnel Committee will email the Hall Directors the form to complete with list of candidates who applied in their areas.
- ☐ **Returner Interview Notification:** All candidates will be emailed on their status for interview based on materials submitted no later than **January 17, 2024**.
 - Those being selected to interview will sign up for a date and time to interview with the HRL Leadership Team on **January 25-26, 2024**.
- ☐ **Returner Notifications:** All returning RA candidates will receive their decision letters no later than **Thursday, February 1, 2024** and must accept or decline their offer by **Sunday, February 4, 2024 at 11:59 p.m. (CST)**

The Department of Housing and Residence Life is responsible for creating the best team to support students in our residence halls. We reserve the opportunity to move staff members based on need in communities regardless of intent to move or staying in communities.

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

Questions about this process? Contact Markel Harris at markel.harris@tcu.edu or 817-257-3255.