



Office of the Associate Provost and Dean for Academic Affairs

CUNY GRADUATE SCHOOL OFFICE OF HUMAN RESOURCES

2005 AUG -3 P 1:06

The Graduate School and University Center
The City University of New York
365 Fifth Avenue
New York, NY 10016-4309
TEL 212.817.7280 FAX 212.817.1613

August 3, 2005

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Mr. Tarendra Y. Lakhankar
104-49 42 Avenue, #2F
Flushing, NY 11368

Dear Mr. Lakhankar:

I am pleased to offer you appointment as a Graduate Teaching Fellow (GTF) at The Graduate School and University Center (GSUC) of The City University of New York. This appointment is subject to financial ability and the approval of the CUNY Board of Trustees.

If you accept this appointment, you will be hired as a Graduate Assistant C (GAC) in the GTF program from 9/1/05 through 8/31/06 at City College. Determinations of GTF appointments will be made on an annual basis. Further information about the GTF position is listed below.

- 1. GTFs must be full-time registered students in good academic standing.
2. The GAC/GTF appointment requires teaching the equivalent of two 3-credit courses (90 contact hours) each semester for a total of 180 contact hours in the combined Fall and Spring semesters of the annual appointment.
3. New GTFs must attend a mandatory orientation/faculty development seminar offered each August before classes begin.
4. Compensation will be paid on the basis of an annual salary of \$13,477.
5. If you need to resign from this fellowship you must do so IN WRITING.
6. GTFs at CUNY senior colleges should call Ms. Oommen at 212-817-7700 to schedule an appointment to complete necessary personnel forms.

IF YOU ACCEPT THIS APPOINTMENT, YOU MUST SIGN AND RETURN THIS LETTER TO SARA OOMMEN IN THE OFFICE OF HUMAN RESOURCES AT THE GRADUATE CENTER IMMEDIATELY.

Please check the appropriate space below, sign the letter and return it to Ms. Oommen notifying her of your decision.

Sincerely,

[Signature]
Linda N. Oommen
Associate Provost and Dean for Academic Affairs

- [X] I accept the position offered with the conditions stated above.
___ I decline the offer of this position

c: Sara Oommen, Assistant Dir of Human Resources, 817-7700

Signed _____

Date 08/03/2005

http://www.gc.cuny.edu

The Graduate School and University Center is The City University of New York's doctorate-granting institution, which operates in consortium with all the CUNY campuses: Bernard M. Baruch College, Borough of Manhattan Community College, Bronx Community College, Brooklyn College, The City College, The City University of New York Medical School, The City University of New York School of Law at Queens College, The College of Staten Island, Medgar Evers College, Eugenio Maria de Hostos Community College, Hunter College, John Jay College of Criminal Justice, Kingsborough Community College, Fiorello H. LaGuardia Community College, Herbert H. Lehman College, New York City Technical College, Queens College, Queensborough Community College, York College.