



SEMMELWEIS UNIVERSITY
FACULTY OF MEDICINE

Department of Pharmacology and Pharmacotherapy

Director

Peter Ferdinandy, MD, PhD, DSc, MBA

ANNOUNCEMENT

The Institute of Pharmacology and Pharmacotherapy
according to the Organizational and Operational Regulations of the University
call for applications for
Teaching Assistant (TA) positions

A TA's assignment at the Institute of Pharmacology and Pharmacotherapy is open to students in the fourth or higher year of study who have achieved *at least a good average result in the previous academic year*, and who have already passed an *examination in Pharmacology with a mark 5 (or exceptionally with 4)*. Active scientific student work (TDK) in the institute is an advantage.

Applications must be **submitted on paper to the Head of the Institute by the last day of examination period for the spring semester (5 July 2024)**.

The application will be sent by the Head of the Institute, with his evaluation and recommendation, to the Dean's Office of the relevant Faculty within 10 working days after the deadline for submission of applications.

The Head of the Faculty concerned, in consultation with the Faculty Student Council, will decide on the evaluation of the applications received *by the beginning of the autumn semester*, and will inform the student and the respective institute of the decision.

In addition to personal details, the application must describe the student's academic activities, his/her average academic results in the previous academic year and his/her examination results in the subjects taught by the department.

Applications can be submitted for a **paid** or **unpaid** TA position, for **1** or **2 semesters**. The amount of the TA's fee, which is paid over a maximum of 2 semesters, is determined annually by the Dean of the Faculty.

The demonstrator assignment is **for a maximum of one academic year**. It may be withdrawn before the end of the academic year if the student fails or neglects his/her academic or TA duties, or if he/she behaves unworthily to a university student.

Duties of the TAs:

- a) participation in the teaching and educational work of the institute (department) under the supervision of an instructor;
- b) participation in institute / departmental projects under the supervision of an instructor;
- c) the managing of administrative matters under the supervision of an instructor or supervisor (which may not affect participation in specific examination and other reporting activities or the use of the NEPTUN system);
- d) supervision at written examinations under the supervision of an instructor or supervisor;
- e) meaningful participation in the contact between the department and the students;
- f) participates in teaching and research activities under the supervision of an instructor or supervisor in order to acquire sufficient training and proficiency.

TAs may be employed for a maximum of 50 hours per month.

In case of successful application and being appointed as a TA, the head of the institute will issue a certificate of the TA performance at the end of each semester.

The TA has to submit **a detailed report** on his/her activities to the head of the department **by the last day of the spring term**. The head of the institute sends the

approved report to the Dean's Office and the Academic Department of the faculty concerned.

Further provisions concerning the activities of the TAs are contained in the Semmelweis University Organizational and Operational Regulations - BOOK III., Student Requirements - PART III.4. of the Reimbursement and Allowance Regulations.

Budapest, 15th May 2024.



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