

# Document on the Role of Residential Service in Graduate Residence Continuing Status

Part I. Protocol and Recommendations for requesting transfer of Residential Service  
Recognition towards continuing status at another residence

Part II. A Comprehensive List of Current Practices on Residential Service Recognition

# Part I: Protocol for requesting transfer for service recognition towards continuing status at another residence

## Purpose:

To formulate a recommended protocol which is endorsed by residents and housemasters for recognizing the service of residents who have previously served in their respective house government, when transferring between graduate dorms.

## Disclaimer:

The recognition of past service for each transfer applicant will always be considered on a **case-by-case basis at the discretion of the housemasters and/or student leadership** of the residence receiving the application.

## Recommended protocol:

1. Discuss plans with current resident housemaster and obtain his/her support
2. Compile the below materials
  - a. A CV or Résumé
  - b. A 500 word or less statement on the rationale of the transfer as well as the whether the applicant intend to continue service in recipient residence.
  - c. A letter of recommendation from current resident housemaster.
3. Email Naomi Carton ([naomic@mit.edu](mailto:naomic@mit.edu)) at the MIT Division of Student Life with above materials making a case for transfer
4. Naomi will broker the discussion between the applicant and the recipient resident housemaster (initiated within one week of request).
5. If recipient resident housemaster is agreeable to terms, then Naomi will facilitate the formal transfer process at MIT Housing.

## Part II: A Comprehensive List of Current Practices on Residential Service Recognition

Purpose:

To establish an annually updated document on specific dorm practices for leadership and its benefit to gaining continuing status.

Single Residences		
Ashdown		
	Policy Name	Officer Continuing Status
	Service Criteria	Officers are evaluated each term by the executive committee (AHEC) and given a rating (1-3). Those who provide two years for service with rating 2+ are recommended for continuing status.
	# Spots/year	~ 20/year (residence size of )
Edgerton		
	Policy Name	Officer Continuing Status
	Required Service	Serve for two years as officer.
	# Spots/year	~ 5/year (residence size of )
Sidney Pacific		
	Policy Name	Sidney-Pacific Continuing Status Point System
	Required Service	The executive committee (SPEC) awards one point per term for officers who perform a satisfactory job. Those who goes above and beyond may earn a bonus point. Residents may also be awarded a point if they were particularly active and did an exceptional job on a committee or hall. Up to two points per term awarded by Housemaster to SPEC members for satisfactory service, with a bonus point for exceptional service. Those who earn 5+ points are recommended for continuing status.

	# Spots/year	~ 30/year (residence size of )
Tang		
	Policy Name	N/A - some sort of unofficial policy?
	Required Service	N/A
	# Spots/year	N/A
Warehouse		
	Policy Name	N/A
	Required Service	Selective process to become RA's, and all RA's are granted continuing status.
	# Spots/year	2-3/year (residence size of )

<b>Couples/Family Residences</b>		
Eastgate		
	Policy Name	N/A
	Required Service	Housemaster awards continuing status to officers who serve for two years satisfactorily.
	# Spots/year	~4 pairs (4 rooms)/year
Westgate		
	Policy Name	N/A
	Required Service	Officers in the executive committee (WEC) can earn continuing status credit if they go beyond their roles' constitutional requirement (such as planning above a certain number of events)
	# Spots/year	~ 4/year