For Office Use ONLY	Date Received	TA History		GPA	Recommending Faculty

Application for Teaching Assistantship

The University of Texas at Dallas requires full-time teaching assistants (TAs) to be enrolled in 9 semester credit hours each semester and be expected to work twenty hours a week. **To be eligible for a TA-ship, the applicant <u>must</u> have completed/or be currently enrolled in 9 semester credit hours of graduate course work at UTD prior to applying, and <u>must</u> be a thesis-track MS student or PhD student.** TA appointments are made on a semester basis with possible renewal. An evaluation will be completed at the end of semester.

Please initial verifying you meet the criteria listed above:_____

NAME: _____
        Last   First   Middle   Net ID

Current Address: _____
        Street/Apt #   City   State   Zip

Telephone: _____ E-mail: _____
        (Area Code) Number   net-id email address

<u>ALL</u> Applicants: Please be as specific as possible when answering the following questions. Failure to provide complete information will decrease your chances of being selected. *You must re-apply for an assistantship each semester.*

Are you or have you previously been a TA in Mechanical Engineering at UTD? _____ If so, list semester and assignment. _____

Have you been or are you now employed elsewhere at UTD? _____ If so, list department and dates of employment. _____

Semester Admitted to UTD: _____ Concentration Area: _____DSC _____MDI _____ MM _____TFS

Are you currently enrolled in the Ph.D. program? ____Yes ____No Passed Qualifying Exam? ____Yes ____No

If Ph.D. student, who is your research advisor? _____

If MS student, when do you expect to graduate? _____ Thesis advisor _____

Undergraduate GPA or % _____ Current Graduate GPA: _____ Other Graduate GPA: _____ From: _____

GRE Scores: Analytical _____ Quantitative _____ Verbal_____ TOTAL _____ TOEFL Total Scores: _____

<u>English Proficiency</u> *(oral screening may be requested by appointment committee)*

Check all that apply:

_____ My Primary language is _____

_____ I was educated in the United States.

_____ I was educated in _____ where the dominant language is English.

_____ My formal education has been primarily in English.

_____ I have taught courses in my discipline in English for _____ years.

_____ My professional and personal language of communication is English.

_____ Other: _____

Please list any skills with which you can assist as a TA:

NAME:

| Last | First | Middle | Net ID |

Fill in the requested information for all courses you have taken (or are currently taking) at UTD (or its equivalent elsewhere).

Course Number and Name *(ex, MECH 6300, Linear Systems)*	At UTD			Elsewhere
	Semester (Fall, Spring)	Grade	Instructor	University

List up to 3 classes from the following lists that you would prefer to be assigned to (in decreasing order of preference):
http://catalog.utdallas.edu/now/undergraduate/courses/mech

First Choice: _____

Second Choice: _____

Third Choice: _____

Application Materials *(you must turn in **all items**, or application will be considered incomplete, and not under consideration)*

_____ Teaching Assistantship Application (this document)
_____ 2-page Resume
_____ Essay – 200 words on why you want to be a teaching assistant (include details on which area concentration
           you would like to assist in teaching, previous experience, and how being a TA will further your goals)

I certify that I have supplied all information available at present and that the information is correct to the best of my knowledge. I further understand that the information submitted herein will be used by the Mechanical Engineering department in determining whether or not to offer me an assistantship, and that the submission of false information is grounds for rejection of my application, withdrawal of any offer, termination of assistantship or disciplinary action.

Date: _____ **Applicant Signature:** _____

Applications can be submitted electronically to **ContactME@utdallas.edu**