

For Office Use ONLY	Date Received	TA History	GPA	Recommending Faculty
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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 must have completed/or be currently enrolled in 9 semester credit hours of graduate course work at UTD prior to applying, and must 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

ALL 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: _____

English Proficiency (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 <i>(ex, MECH 6300, Linear Systems)</i>	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
Please CC your advisor on your email with your application materials.**