

TA APPLICATION
Graduate Teaching Assistantship Application
Department of Biology, UCO
Submit to Biology Graduate Program Advisor

Application deadlines:

Last day of March (for fall semester TA positions); Last day of October (for spring semester TA positions)

Please fill out this application in its entirety. Incomplete applications may not be reviewed.

Student information:

Name: _____

Address: _____

Student ID: _____

E-mail address at which you can be contacted during the summer: _____

Phone number at which you can be contacted during the summer: _____

M.S. Program: Biology ___ Forensics¹ ___ Major Advisor: _____

¹Forensics applicants must have a Biology background; Biology graduate students are given preference.

Number of previous semesters of TA support: _____

Degree progress:

Complete all fields with semester and year (Spring/Summer/Fall, 20XX) or NA (not applicable), do not use projected dates except for your expected semester of degree completion.

Admitted: _____ Advisory Committee formed: _____

Plan of Study filed: _____ Proposal approved: _____

Expected semester of degree completion: _____

Your Major Advisor must submit Form V before you will be considered for a TA. Newly admitted students will not be required to submit this form.

TA support requested:

Fall, year: _____

Full time (20 hrs/wk)² _____ ¾ time (15 hrs) _____ ½ time (10 hrs) _____ ¼ time (5 hrs) _____

Spring, year: _____

Full time (20 hrs/wk) _____ ¾ time (15 hrs) _____ ½ time (10 hrs) _____ ¼ time (5 hrs) _____

²Full-time and ¾ TA's are required to be available 5 days a week, including some evenings.

Tuition waiver support requested:

Fall: No. of credit hours: _____ Spring: No. of credit hours: _____

The amount awarded will depend upon the availability of funding and number of credits for which you are registered.

TA course request:

You may indicate a specific course you would like to teach. The committee cannot guarantee that the request will be accommodated.

Schedule:

Please attach your Fall and/or Spring schedule (course numbers, titles, and times if known), including all enrolled hours (i.e., Thesis, Independent Study, etc.). Please include any additional time constraints that you would like for the committee to consider (e.g., work schedule, field schedule, etc.).

Enrollment in 5 graduate or 6 undergraduate/graduate hours required for students to be eligible for a TA position. The Biology Department Chair can write a letter requesting an exemption to this requirement if necessary. The committee cannot guarantee that additional schedule restrictions will be accommodated.

Other University support:

Please indicate below what other forms of support you are receiving for the Fall and/or Spring semester. Support includes, but is not limited to, research assistantships (RAs), STLR grants, tuition waivers, and scholarships.

Students are only allowed to work 20 hours per week combined between TAs and RAs (this includes STLR hours). If you have applied for support from other sources, please include that information below, even if you have not received confirmation of support. If your support status changes, you must contact the Biology Graduate Program Advisor immediately. Failure to report all support or to update the committee regarding changes in your support may impact future TA assignments.

_____ Research Assistantship Hours per week _____
This includes all paid research hours provided by your faculty mentor.

_____ RCSA Grant Hours per week _____
Amount of tuition waiver associated with RCSA _____

_____ Biology Department Tuition Waiver Amount _____

UCO Foundation Scholarships (*check all that apply*)

- _____ Dr. Ethel Derrick Scholarship Amount _____
- _____ Dr. Beverly Cox Scholarship Amount _____
- _____ Marvin Mays Endowed Scholarship Amount _____
- _____ Dr. Margaret Hamilton Scholarship Amount _____
- _____ Joe Ernest Vaughan Scholarship Amount _____
- _____ Zane and Skinner Scholarship Amount _____
- _____ Warren L. Smith Endowed Scholarship Amount _____
- _____ Biology Department Scholarship Amount _____

_____ Other support: List all additional support, including hours and/or award amounts, below.

I understand that I must remain in good standing to be considered for a teaching assistantship, following the criteria in the M.S. in Biology Program Guide (Appendix VIII).

_____ Student Signature _____ Date

_____ Major Advisor Signature _____ Date