

Department of Biological Sciences, Marshall University
Graduate Teaching Assistantship Overview and Application Form
(Deadlines: **April 15 / November 15** of each year)

Graduate teaching assistantships (TAs) in the Department of Biological Sciences are awarded on a competitive basis. The initial award is for two semesters, and if performance and academic progress is satisfactory, up to an additional two semesters may be earned. Most assistantships are awarded to begin in the fall term, although some may be available to begin in the spring. Please note that a student may hold only one University TA position at a time.

Applicants should have been admitted (or be in the process of applying) to Marshall University Graduate School and to the Biological Sciences graduate program. This form and the materials attached to it are not an application to either the Graduate School or the Department of Biological Sciences.

Job description: The graduate TA is considered a half-time job (20 hrs/week). The University requires that all TAs be registered for a minimum of 9 credit hours of graduate-level coursework per semester. The TA is assigned responsibility for up to four 2-hour laboratory sessions per week, generally for introductory courses. Some TAs may be assigned fewer laboratory sections and spend a certain number of hours per week assisting a given faculty or staff member. The TAs' supervisor is the Academic Laboratory Manager. For a more complete job description, see www.science.marshall.edu/weinstei.

Compensation: Recipients of BSC Teaching Assistantships earn \$3,000 per semester, and are also awarded a tuition waiver. University fees must be paid by the student.

Application Procedure: To apply for a Graduate Teaching Assistantship, complete the form on the reverse side of this page, and include the required attachments.

Check that you have attached:

- A one page statement of your goals, purpose, and reasons for pursuing a Masters degree in Biological Sciences at Marshall University. If you have arranged to carry out your graduate studies with a particular faculty member, please name that person.
- Transcripts of all college courses attempted (copies or computer printouts are accepted).
- Copies of GRE scores.

After completing the application and checklist, please return your completed application packet to Science Building room 350, or mail to:

Ms. Vickie Crager
Attention: TA Application
Department of Biological Sciences
Marshall University
1 John Marshall Drive
Huntington, WV 25755

Please note that these required materials are separate from those submitted for application to Marshall University Graduate School and the Biological Sciences graduate program. However, if any of these materials are already on file in the BSC departmental office, you may request a copy to use with your TA application.

Marshall University Department of Biological Sciences, Huntington, WV 25755

Please Type or Print Clearly

Personal Information:

Name _____ Date _____

Local Address _____

Permanent Address _____

Email Address _____ Phone _____

MU 901# _____ Semester for which you are applying _____

Academic Information:

Institution Attended	Dates	Major	Degree
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Academic Honors/Awards _____

Relevant Work Experience _____

References: List 3 names and have letters sent to: Ms. Vickie Crager, Department of Biological Sciences, Marshall University, 1 John Marshall Drive, Huntington, WV 25755

List any course work in progress: _____ Institution currently attending: _____
Course number/ Name

Remember to double-check the checklist on the other side of this page!