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**Department of Mathematics**  
Smith Hall 523  
One John Marshall Drive  
Huntington, WV 25755

## **Application for Mathematics Graduate Assistantships**

### **Instructions**

1. Please submit the following materials to the Assistant Chair for Graduate Studies, Dr. Carl Mummert. Submissions may be by email to [mummertc@marshall.edu](mailto:mummertc@marshall.edu) or by postal mail to the address shown above. The required materials are:
  - a. This application form
  - b. A personal statement not more than two pages in length. This statement should describe the applicant's background, motivation for studying mathematics, future plans, and any other topics relevant to the applicant's qualifications for a Graduate Assistantship.
2. Arrange for three letters of recommendation. These may be sent to the Assistant Chair for Graduate Studies by email, or by postal mail to the address shown above.
3. Send GRE General Exam scores to the Graduate Admissions office. The Mathematics Subject Test is not required.
4. Applicants for a *Graduate Assistantship* must also [Apply for Admission to the Master of Arts in Mathematics degree program](#). A *Graduate Assistantship* application cannot be considered until the application for admission to the degree program is complete, including official transcripts from all previous institutions.

### **Timeframe for Awarding Mathematics Graduate Assistantships**

Offers for Graduate Assistantships will be made beginning after May 15, for admission the following fall, and November 15, for admission the following spring. Applicants should ensure their materials are received before these dates to ensure full consideration. Applications received after these dates will be considered until all available Graduate Assistantships are filled.

### **Eligibility notice**

In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire. Graduate Assistantships are also subject to the eligibility requirements of the Marshall University Graduate College.

**Application for Mathematics Graduate Assistantships**

Name:

Last

First

Middle

Present mailing address:

  
  

Permanent address:  
(if different)

  
  

Telephone Number:

Email address:

Semester when you would like to begin the graduate assistantship:

Month

Year

Do you have any conditions which would prevent you from fulfilling the job duties of a graduate assistant with or without reasonable accommodations?

Circle one:      YES      NO

Were you accepted to Marshall as part of the INTO Marshall program? There are particular eligibility requirements for INTO students.

Circle one:      YES      NO

**Type of assistantship**

Please mark whether each of the following would be acceptable to you:

Half Graduate Assistantship (10 hours per week)	YES	NO
Full Graduate Assistantship (20 hours per week)	YES	NO

*The half assistantship includes half of the tuition benefit and stipend of the full assistantship.*

**References**

Please list the names and contact information for up to three individuals. You must also ask these individuals to submit letters of recommendation directly to the Assistant Chair for Graduate Studies.

Name	Email address	Phone Number