Department of Political Science

Texas State University

601 University Drive, UAC 355

San Marcos, TX 78666

APPLICATION FOR A GRADUATE ASSISTANT POSITION

Semester Applying For:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position Applying For: \_\_\_\_\_\_\_\_\_ Instructional Assistant POSI 2310/2320

\_\_\_\_\_\_\_\_\_ Instructional Assistant for upper-level classes

\_\_\_\_\_\_\_\_\_ Instructional Assistant POSI 3328/3377

\_\_\_\_\_\_\_\_\_ Teaching Assistant (must have completed 18 hrs.)

Full Legal Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

TX State ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-Mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Local Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Permanent Address (if different): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

College, Graduation Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Major and Minor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teaching Experience:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Relevant Work Experience:

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Experience with: Microsoft Word: Y N Microsoft Power Point: Y N

Microsoft Excel: Y N SPSS: Y N

TRACS/Gradebook: Y N Turnitin: Y N

Describe special skills, experience, and interests that may be helpful in the role of graduate instructional assistant in the Department of Political Science. (If you have training, skills, or experience in statistics or finance, please describe.)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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GRE Score: \_\_\_\_\_\_\_\_\_\_ Verbal \_\_\_\_\_\_\_\_\_ Quantitative \_\_\_\_\_\_\_\_\_\_ Analytical

If you have not taken the GRE, when do you plan to take it? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently a graduate student at Texas State? Y N

If yes, what graduate degree are you pursuing? \_\_\_\_\_\_\_\_\_\_\_\_ Hours Completed: \_\_\_\_\_\_

If no, have you applied for admission to the Graduate School at Texas State? Y N

Anticipated Start Date: \_\_\_\_\_\_\_ Graduate Degree Pursuing: \_\_\_\_\_\_\_\_\_\_\_\_

List 3 references. Provide: Name, Address, Phone, and E-Mail

1. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
2. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please also attach a resume. If you are applying to be an instructional assistant for upper-level and writing-intensive classes, please send a writing sample.

Note: The department will also review your transcript and letters of recommendation from your graduate application. *Please make sure that your separate application to the graduate school is complete.*

REVIEW OF APPLICATIONS WILL BEGIN OCTOBER 1, 2017 AND CONTINUE UNTIL ALL POSITIONS ARE FILLED.

SUBMIT APPLICATION PACKET TO:

ATTENTION: DR. THOMAS VARACALLI

GRADUATE ASSISTANT COORDINATOR

POLITICAL SCIENCE, UAC 355

601 UNIVERSITY DRIVE

SAN MARCOS, TX 78666

OR YOU MAY SUBMIT ELECTIONICALLY TO: Dr. Thomas Varacalli, [tfv2@txstate.edu](mailto:tfv2@txstate.edu)