

Academic Assistantship Application

Department of English

Job Description

Academic Assistantships in the Department of English are awarded on a competitive basis and are designed to allow entering graduate students opportunities to observe and assist full-time faculty who are teaching large enrollment sections of more than fifty students. Beginning Academic Assistants work in class sections of World Literature, while more experienced AAs sometimes assist with the large sections of our Shakespeare course. Duties include attending class regularly, keeping attendance, grading papers, exams, and quizzes, assisting with discussion sections or, occasionally, with lectures, offering review sessions, and tutoring. Academic Assistants normally assist for two classes and as hourly employees are paid just over \$210 per week (\$10.58 an hour for twenty hours per week, ten hours per class, paid bi-weekly). Unlike Teaching Fellowships and Graduate Assistantships, Academic Assistantships do not include fringe benefits. Normally there are three to five Academic Assistantships available each semester.

In order to be eligible to work as an Academic Assistant, you must meet the following minimum requirements:

- must have scored at or above the 50th percentile on the verbal portion of the GRE
- must be enrolled full-time (9 hours per semester) as a graduate student in the Department of English.

Application Checklist

- ___ Completed application form (see the following page)
- ___ Three letters of recommendation
- ___ One sample of scholarly writing

Return to: Graduate English Office (Auditorium Building 116)
Department of English
P.O. Box 311307
Denton, TX 76203-1307

Deadline: Applications must be received in the Graduate English Office by 5 p.m. on
Wednesday, 20 February 2008.

Academic Assistant Application

Date submitted:

Student ID #:

Name:

Address:

Telephone:

E-mail:

Degree program at UNT: ___ M.A. (major in _____) ___ Ph.D. (major in _____)

Overall GPA for all graduate coursework: ____

Support requested: ___ 1 class (10 hours/week) ___ 2 classes (20 hours/week)

Please type your answers to the following questions.

1. What teaching experience have you had, if any? Include specific details on the kinds of courses you have taught.
2. What are the most essential characteristics of an effective writing teacher?
3. What are your potential strengths as a teacher?
4. Describe your computer skills. Are you willing to use online grade books and electronic record-keeping programs?
5. What are your strongest organizational skills?

Signature

Date

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