

**STATE UNIVERSITY OF NEW YORK COLLEGE AT ONEONTA**  
**COLLEGE UNDERGRADUATE TEACHING ASSISTANTSHIP APPLICATION**

Please Print—Please attach current arrow sheet to application.

Name: _____		ID#: _____
Address (current): _____		Telephone: _____
		Email: _____
Subject: _____ <input type="checkbox"/> 295 <input type="checkbox"/> 395 (e.g. PHIL) T.A. for which course? (e.g. PHIL 101) _____ Number of credits: _____ Term: <input type="checkbox"/> Fall _____ <input type="checkbox"/> Spring _____ <input type="checkbox"/> Summer _____ Total number of credit hours completed to date: _____ Cumulative grade point average to date: _____ Number of T.A. credits previously completed: _____ Passed College Writing Exam?                      Yes      No		Students must document that they have acquired the skills they need to carry out their duties. These skills can be acquired in formal course work (with at least a grade of B in any course which is relevant to his/her duties as a TA) or in another setting such as expertise acquired as part of a job.  List courses and grades completed in subject area: (e.g., Phil 101 B+, Phil 103 A, Phil 115 A-)  Other pertinent experience:

**EXPECTATIONS FOR THIS TEACHING ASSISTANTSHIP:**

Note: Assistantship courses are designed to provide exceptionally qualified students with the opportunity to participate in observed teaching/instruction, lab assistance, tutoring, facilitation of study groups and assisting in research. Teaching Assistants may not participate in grading or in distribution of graded tests, quizzes or written assignments.

Descriptions of Duties for this Assistantship:

How will the student's performance be assessed?

**TERMS AND CONDITIONS:**

To be eligible for a teaching assistantship, students must have:

1. Completed 56 s.h. including a minimum of 12 s.h. at the College at Oneonta
2. Passed the College Writing Exam
3. A cumulative average of at least 3.0

In addition, it should be noted that:

4. Students may earn no more than 3 s.h. of assistantship credit in one semester
5. Students may earn no more than 6 s.h. of assistantship credit for any one course
6. Students may earn no more than 12 s.h. of assistantship credit during his/her entire college career
7. Credit is granted on the basis of 1 s.h. per 40 hours of participation
8. Assistantships are graded pass/fail only
9. Assistantships do not carry liberal arts credit

I have read and accept the terms and conditions of this assistantship.

1. \_\_\_\_\_  
 Student Signature    Date

I have verified that all terms and conditions have been met.

2. \_\_\_\_\_  
 Instructor Signature    Date

I support this application.

3. \_\_\_\_\_  
 Department Chair Signature    Date

I approve this application.

4. \_\_\_\_\_  
 Division Dean Signature    Date

For Office of Registrar's Use Only—Enrolled in:

CAT#:	CRN:	S.H.:	Processed by:
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COMPLETED FORM IS TO BE RETURNED TO THE OFFICE OF THE REGISTRAR  
 DISTRIBUTION SEQUENCE: Original-Registrar; copies sent to Course Instructor, Department, and Student