Department of Spanish and Portuguese

San Diego State University

Application for Teaching Associate, Graduate Assistantship

Please submit completed application and supporting materials to the department office, AL-134, attention: TA/GA Coordinator.

1. Name

 (Last) (First) (Middle Initial)

2. Local Address

 (No. & Street) (City) (State) (Zip)

3. Phone      \_\_\_\_\_\_\_\_\_\_ Red ID #       \_\_\_\_\_\_\_\_ Email       \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

4. Permanent Address

 (No. & Street) (City) (State) (Zip)

5. Position(s) applying for:

 Have you been employed on campus before? [ ] Yes [ ]  No

 If “yes,” what department?       Position(s) held

6. Do you have a concurrent appointment with any other department? [ ] Yes [ ]  No

 If “yes,” where?

7. Education, including community colleges, colleges, or universities which you attended.

 Begin with most recent institution attended:

 Dates attended Major Degree and

School Location (state) From-To (mo/yr) Field date awarded(mo/yr)

8. Languages (spoken fluently) – Native language(s):      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Other language(s):      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

9. Semester units earned since last degree:

 Work in progress toward       degree

 Undergraduate Major(s)       Minor(s)

 Graduate Major (s)       Minor(s)

10. Overall undergraduate grade point average: Approximately       (using four-point scale, using A = 4.0)

 Overall graduate grade point average: Approximately       (using four-point scale, using A = 4.0)

11. Relevant experience: Teaching and other relevant employment (list chronologically beginning with the

 present.)

 Dates %

Position Title Name of Employer Location (City, State) From-To (mo/yr) Full Time Final Salary

12. List college or university courses recently completed or in which you are currently enrolled in the field of

 study of the assistantship desired:

 **College or University Course Title Grade Year Completed**

13. Academic or professional references (list three names of professors, employers, supervisors, etc.)

 **Name Position/Title Institution / Organization**

14. Recommendations requested from (names):      \_\_\_\_\_\_\_\_\_\_\_

Note: A Teaching Associate, Graduate Assistant or Instructional Teaching Assistant at San Diego State University must be admitted to the University by the Office of Admissions and Records, receive classified graduate standing during the first year of preferably the first semester, register each semester for at least one class per semester while a TA/GA and comply with policy and standards in the Graduate Bulletin. Failure to comply with these academic requirements or to perform teaching assignments satisfactorily will be sufficient cause for the termination of appointment. A teaching associate, graduate assistant or instructional teaching assistant must pay established services, facilities or materials fees, and if a nonresident, tuition fees each semester. It is understood that a teaching associate, graduate assistant or instructional teaching assistant is primarily a student who is pursuing an education. Services rendered as an associate or an assistant are secondary to the main educational objective of the student.

15. Are you currently authorized to work in the U.S.? [ ] Yes [ ]  No

 If you are not currently authorized to work in the U.S., please state your current immigration status.

 Are you presently employed? [ ] Yes [ ]  No May we contact your employer? [ ] Yes [ ]  No

 Name:\_      Telephone

16. I understand that the rules of the California State University prohibit my employment in a department where I would be supervised by a close

 relative. I hereby certify that all statements on this application are true and complete to the best of my knowledge and belief. I understand that

 false statements on pre-employment materials constitutes fraud in securing employment and is basis for dismissal under The California Education

 Code.

Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_