WESTERN MICHIGAN UNIVERSITY
DEPARTMENT OF BIOLOGICAL SCIENCES
UNDERGRADUATE TEACHING ASSISTANT APPLICATION

Name:_____

Social Security #:_____

For what semester are you applying?_____

What class(es) would you prefer to teach? _____

_____

What relevant coursework have you had? _____

_____

_____

_____

Telephone number: Local: ( ) _____ Permanent: ( ) _____

E-mail address: _____

Street address: _____

_____

As an undergraduate teaching assistant, you will have several responsibilities and weekly time commitments. Among them are:

1. Attendance at lectures (unless specifically waived by the lecture instructor) - 3 hrs;
2. Instruction of laboratory sections - 3 hrs. per section taught;
3. Attendance at the weekly laboratory prep section - 1-3 hrs;
4. Preparation for teaching and grading - 3-5 hours;
5. One office hour per section taught.

That brings the total time commitment to 15-20 hours per week, if one were to teach 2 sections.

Compensation for undergraduate teaching assistants is $900.00 per section taught, with a maximum of 2 sections per semester. In addition, you will receive teaching experience, which can help in future jobs as well.

I have read and understand the responsibilities and time commitments and agree to them, in the event that I am given an undergraduate teaching position with the Department of Biological Sciences.

Signed_____ Date_____

Please return this form to the Undergraduate Advisor, Dept. of Biological Sciences, 3447 Wood Hall.
11/99