DEPARTMENT OF ECONOMICS

APPLICATION FOR UNDERGRADUATE TEACHING ASSISTANTSHIP (UGTA)
APPLICATION FOR UNDERGRADUATE RESEARCH ASSISTANTSHIP (UGRA)
2020-2021

Job Description and Duties:
This application is for Undergraduate Teaching Assistant (UGTA) and/or UGRA Undergraduate Research Assistant positions for introductory and upper-division Economics courses offered by the Department of Economics (West Lafayette Campus). The positions can involve the following for UGTA’s: grading, assisting with office hours, and providing review sessions. The positions can involve the following for UGRA’s: researching materials, creating data sheets, and providing updated resources for review. These positions are paid hourly and the expectation is for you to work a minimum of 4 hours per week with the possibility of working up to 10 hours per week.

Requirements:
✓ Overall GPA of at least 3.0 and a GPA of at least 3.5 across all Economics courses
✓ Completion of at least three upper division Economics courses (including Econ 340)
✓ If working as a teaching assistant for a course, completion of that course with at least an A-grade
✓ If in research position, completion of ECON 360 or 562 with an A or A- is required

Application Directions:
✓ Complete all information included on the application
✓ Attach unofficial transcripts of all post high school studies
✓ Email complete application to the Mary, Economics Department Assistant, at schultm@purdue.edu

Application Timing

Applications for the summer 2020, fall 2020 and spring 2021 semester will be accepted at the end of the spring 2020 semester. Wait until you are able to send a transcript with your most recent semester’s grades before applying (will need to send spring unofficial transcript before application will be processed). Please indicate on the application the semester(s) you are applying for.

Once you are accepted for a position, you will be considered for that position the following semester. Classes change each semester so a teaching assistant for the same course or instructor may not be available. You will be place with another class/instructor as long as there is one available. Research assists will continue research as long as it is mutually agreeable to both.

If you are not accepted for a position but meet all the qualifications your application will be held and you would be contacted if there were any additional openings. You would be notified if you do not meet the qualifications and could reapply at such as you meet these qualifications.

Questions:
Questions can be directed to Mary, schultm@purdue.edu.
Application for Economics Department UGTA/UGRA

Personal Information:

Last Name: _________________________ First Name: ____________________________
Country of citizenship: _______________ Purdue ID: __________________________

Local Contact Information

Address: ________________________________________________________________
Home Phone: ________________________ Cell Phone: __________________________
Purdue Email: ___________________________

Purdue Undergraduate Information

Semester started at Purdue: _________________________ (example: Fall ’09)
Degree Objective: ____________________________ (example: BS in Economics)
Anticipated Credit Hours: ____________________________ (example: 17 hours)

Overall Purdue GPA: ____________  Economics GPA: ____________

Please list Economics courses you have taken or are currently enrolled to take:

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<tr>
<th>Econ Class (e.g. Econ 380)</th>
<th>Semester taken (e.g., Fall '16)</th>
<th>Grade for course (e.g., A-)</th>
<th>Instructor for the course</th>
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Employment Interest

Please indicate the semesters that you are interested in (circle all that apply):

Summer    Fall    Spring

Please indicate the type of work that you are interested in (circle all that apply):

Grader    Office Hours    Review Sessions    Research

If you have a preference, please indicate the Economics course(s) you would like to be assigned to:

______________________________________________

If you have a preference, please indicate the type of research you are most interested in:

______________________________________________

If you have a preference, please indicate the Economics professor (s) you would like to be assigned to:

______________________________________________

Sign-Off

Signature___________________________________________________

Date_________________________

Please inform Mary Schultz (schultm@purdue.edu) of any changes/additions to this application.

Provide below any additional information (e.g., technical skills, experience, extra curriculum activities, future educational plans, faculty endorsement) that you feel would be relevant in predicting your performance as an undergraduate teaching assistant in Economics. Please limit your comments to the space provided.