

# Indiana University Department of Biology Undergraduate Teaching Assistant

**Application** for \_\_\_ Fall \_\_\_ Spring \_\_\_ Summer

Name (last, first): \_\_\_\_\_

University I.D. #: \_\_\_\_\_ Major(s): \_\_\_\_\_ Email Address: \_\_\_\_\_

Preferred Pronouns: \_\_\_\_\_

Local Address (**current**): \_\_\_\_\_  
street city zip

Local Address (**summer**): \_\_\_\_\_  
street city zip

Permanent Address: \_\_\_\_\_  
street city/state zip

Current Local Telephone Number: \_\_\_\_\_

Class Standing (as of \_\_\_\_\_): \_\_\_ Sophomore \_\_\_ Junior \_\_\_ Senior

Expected Graduation Date: \_\_\_\_\_

I would like to be considered for the following UTA position: \_\_\_\_\_

My overall GPA is: \_\_\_\_\_; major GPA \_\_\_\_\_

\_\_\_\_\_ I have attached a copy of my unofficial transcript.

If selected as a UTA, **choose one only** in order of preference:

\_\_\_\_\_ Payroll Allotment

\_\_\_\_\_ Enroll in X371 Internship in Biology Instruction, to receive credit (You must register for the 3 credit hours of X371 after we authorize you!)

**PLEASE NOTE: All first time UTAs must choose this option.**

By signing below (**required**), I grant my consent for the reviewers to access my academic record. I have carefully read the eligibility requirements and believe that I qualify for this assistantship. Electronic applicants can simply type their name below.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

Are you currently, or have you ever been a Biology UTA? \_\_\_\_\_

If yes, for which course(s) and when?

Describe any other teaching experiences that you have had.

How would students benefit from having you as their UTA?

Describe a situation in which you faced a difficult problem, and explain how it was resolved.

Explain how being a UTA will fit into your schedule.

Describe your strengths and weaknesses, and how they will affect your competence as a UTA.

**Important:**

Attach to this application form a brief statement (50-150 words) indicating why you're interested in becoming a Teaching Assistant. Describe your areas of interest and your tentative plans following graduation. Also include your expected fall course enrollment. Applicants submitting this form electronically should include their statements and expected course schedules at the end of this document or as a separate, attached Word document.

Please keep in mind that this Biology UTA application is valid only for the semester/summer session for which you are currently applying. If you wish to apply to be a UTA for a different semester, you MUST submit a new application at that time.

**Recommended:**

It is to your advantage to seek out the professor who will be teaching the course you are applying to, in order to introduce yourself and discuss your potential duties. Some faculty conduct interviews in selecting their UTAs; others do not.

**Submit completed application to appropriate faculty member via hard copy or email.**

**Application deadline:** check with individual instructors.