

FALL 2018 MIS TA APPLICATION

Complete this application by neatly, legibly print or type responses. Submit application and any required attachments to MIS Suite, SSB 3202 before 4 PM, Monday, August 13, 2018.

INCOMPLETE OR LATE APPLICATIONS WILL NOT BE CONSIDERED.

You must use your UHCL email account for all TA application related correspondence.

Name: _____

Student ID: _____

UHCL Email: _____

Personal Email: _____

Phone Number: _____

Mailing Address: _____

Anticipated Graduation: ____ Fall 2018 ____ Spring 2019 ____ Summer 2019

Number of Completed Hours in MS/MIS Degree: _____
(Must have completed a minimum of 18 credit hours in MS/MIS degree.)

Cumulative GPA: _____ (Must have a cumulative GPA of 3.25 & no grade lower than a "C" in any course taken towards MS/MIS.)

Honesty Violation or file or in progress: ____ Yes ____ No

Do you have any type of tuition waiver? ____ Yes ____ No
Type of tuition waiver (scholarship, residency, etc.) _____
Provide a copy of waiver notice/document with this application.

Do you have an internship or job for Fall 2018? ____ Yes ____ No

Spring 2018 MIS TA Application
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Instructions for this page: Please verify by signing your name to ALL the statements below.

Teaching Assistants are employed by the MIS department for 20 hours weekly. These hours are to be spent on MIS departmental duties mainly in the BUS/MIS computer labs and/or MIS designated locations. The work schedule may include morning, evening and weekend hours.

You have read and understand the above notice.

Your schedule may include morning, evening and weekend assignments.

Any conflicts other than your semester course schedule that you would like to have considered for developing your assignment(s)/computer lab schedule need to be stated here:

Fall 2018 employee holidays are Monday, September 3, 2018 & Thursday & Friday, November 22-23, 2018.

(Teaching Assistants are employees. The holiday schedule for students is different.)

You will complete your employment requirements before the first day of class and be available to work beginning Monday, August 27, 2018 to Tuesday, December 18, 2018.

My signature below is a verification that all information provided on this MIS TA application is complete and has been provided by me.

Signature

Date