

SPRING 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, Tuesday, January 23, 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: ____ Spring 2018 ____ Summer 2018 ____ Fall 2018

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 wavier? ____ 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? ____ Yes ____ No

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Please verify by signing your name to 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 that you would like to have considered for developing your assigned schedule need to be stated here:

There is only one remaining employee holiday this semester of Friday, March 16, 2018. _____

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

You are eligible to work from the hire date to be determined until Thursday, May 17, 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