

# UCSB Writing Program Teaching Assistant Application 2020-2021

APPLICATION DUE NO LATER THAN FRIDAY, January 24 AT 4PM  
Late Applications Will Not Be Accepted

Perm #					NEW TA <input type="checkbox"/> RETURNING TA <input type="checkbox"/> (to the Writing Program)	
Last Name					MR <input type="checkbox"/>	MS <input type="checkbox"/> MISS <input type="checkbox"/>
First Name			Middle Initial			
Address					Date of Birth	
City		State		Zip		Phone ( )
e-mail						
Emergency Contact	(Name)		(Phone)		(Relationship)	

Application for: Teaching Assistant ☐ Associate ☐

Have you ever been employed on campus? Yes ☐ No ☐

How many quarters have you worked as a TA or Associate? (excluding summer quarter) \_\_\_\_\_

Are you planning to be a TA or Associate in the following terms? Winter 2020 ☐ Spring 2020 ☐

Are you **currently** employed on campus? Yes ☐ No ☐ Department? \_\_\_\_\_ Hours per week? \_\_\_\_\_

What is your HOME department?

Are you currently a registered student at UCSB? Undergraduate ☐ Graduate ☐ Not-Registered Degree Candidate ☐

## Please include the following information with your TA Application:

- ☐ Cover Letter addressed to Writing Program Director
- ☐ Current Curriculum Vitae
- ☐ One-to-two page writing sample that articulates the relationship of the teaching of writing to your academic/career goals
- ☐ Teaching portfolio, including the following:
  - 1) a one-page teaching philosophy and instructional goals (for samples, go to [www.cte.iastate.edu/portfolio/phitip.html](http://www.cte.iastate.edu/portfolio/phitip.html))
  - 2) sample lesson plans, syllabi, handouts and assignments you have designed which involve significant writing tasks

## Conditions of Employment

Teaching Assistants new to the Writing Program are expected to:

- 1) teach all three quarters of the academic year; and
- 2) enroll in a four-unit, one quarter graduate seminar, Writing 501, Theory and Practice of Academic Writing which begins with a two-week, intensive workshop before the beginning of Fall quarter.

For Fall 2020 this course is tentatively scheduled from Monday, September 14 to Friday, September 25, 2020. All TAs (regardless of prior experience, travel schedules, or anything else) must be able to attend class daily approximately 9am-3:30pm during September 14-25, 2020 (excluding weekends). Through the Fall quarter, the course will be from 3-4:50 on Wednesdays. These dates and times are subject to change.

All students holding University teaching titles must meet eligibility requirements, be registered for a minimum of 8 units per quarter, and remain in good academic standing for the duration of the appointment.

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Writing 1 <input type="checkbox"/>	Writing 2 <input type="checkbox"/>	Writing 50 <input type="checkbox"/>	ACE <input type="checkbox"/>	Engineering Sequence <input type="checkbox"/>	Other _____
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**Department Verification of Academic Standing**  
**(to be completed by the Graduate Program Advisor**  
**of the student's home department)**

By UCSB policy, all graduate students holding TA or Associate positions must be in good academic standing (i.e. have a minimum 3.0 GPA; fewer than 12 units of Incompletes, No Grades, and No Records; and/or not on academic probation or subject to dismissal) for the duration of the appointment. They must also be within normative time to advancement to candidacy (4 years) and department-specific normative time to degree, and within the campus limits on degree completion (4 years for an MA, 7 years for a PhD).

Quarter of entrance:

Current degree objective: MA ☐ PhD ☐

The student is in good academic standing (GPA higher than 3.0 and no more than 12 units of incompletes): Yes ☐ No ☐

If not yet advanced, expected date of Advancement to Candidacy:

If advanced, date of Advancement to Candidacy:

In what quarter will the student reach P3 status (9 registered quarters after advancement)?

How many quarters will the student have worked as a TA or Associate as of Fall 2020?

Major milestones to be completed prior to appointment (e.g. language exams, qualifying papers or exams, completion of MA) and expected date(s) of completion:

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Name: Graduate Program Advisor

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Signature