

**UNIVERSITY OF CALIFORNIA, SANTA BARBARA
DEPARTMENT OF BLACK STUDIES**

**TEACHING ASSISTANT APPLICATION & CHECKLIST
FOR THE 2015-16 ACADEMIC YEAR**

The Department of Black Studies at the University of California, Santa Barbara invites applications for Teaching Assistantships for the fall, winter, and spring quarters of the 2015-16 academic year.

To apply, complete and deliver the following: the UCSB Black Studies Teaching Assistant application, a cover letter (limited to one page), a curriculum vitae, a writing sample (double-spaced, 3-5pgs only), unofficial copy of undergraduate transcript(s), unofficial copy of graduate transcript(s), one letter of reference, and copies of your course evaluations to:

**Teaching Assistant Selection Committee
Department of Black Studies
University of California
Santa Barbara, CA 93106-3150**

All materials, including the letter of reference, must be postmarked no later than April 10th, 2015. No fax or e-mail submissions will be accepted.

UCSB Black Studies Teaching Assistant Application

Please print a copy of this form for your records

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Quarter(s) that you are applying to TA in Black Studies (check all that apply): ____ F ____ W ____ S

Lower Division BL ST course(s) that you are most interested in (list course numbers only):

PERSONAL INFORMATION

Name: _____
Last First Middle

Current Address: _____
Street Apt.

City State Zip Code

Email: _____ Phone: _____

ACADEMIC INFORMATION

Name of Home Department: _____

Name of Faculty Advisor: _____

The staff graduate assistant in your home department should complete the following section on the student's behalf:

(This section is for reviewing purposes only; it does *not* replace the mandatory home verification we must obtain to hire your student. Should your student be selected for a position in the Department of Black Studies we will contact you formally to request permission to hire prior to making an offer to your student.)

Name of Staff Graduate Assistant: _____
Ext.

Total # of service quarters* (including current quarter): _____

*A "service quarter" is a quarter in which a student worked in a Teaching Assistant, Associate In ____, Tutor, Remedial Tutor, or Reader title code. GNET will indicate the number of service quarters a student has. You can contact the Graduate Division if you do not know how to access this information on GNET.

Student's current cumulative GPA: _____

Is this student in good standing in your department (check one)? ____ Yes ____ No

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I acknowledge that the student named above is applying to TA in Black Studies for one or more quarters of the 2015-16 academic year. The information I've provided is accurate, to the best of my knowledge.

Staff Graduate Assistant Signature: _____ Date _____

REFERENCE INFORMATION

The reference letter can be sent directly to the department or included in the application packet. If included in the application packet, the recommender's signature must be on the seal.

1 _____
Name Title/Department Institution

Application Checklist:

(Use this to help you to ensure your application is complete)

- ☐ Application (pages 1 and 2)
- ☐ Cover letter (limited to one page)
- ☐ Curriculum Vitae
- ☐ Writing sample (double-spaced portion of a paper/article you wrote, 3pg min, 5pg max.)
- ☐ Unofficial copy of **all** undergraduate transcript(s)
- ☐ Unofficial copy of **all** graduate transcript(s)
- ☐ One letter of reference
- ☐ Copies of ESCIs (written and scored course evaluations from previous TA appointments; maximum of three most recent quarters permitted)

OR

- ☐ No copies of ESCIs because I have never before worked as a TA at UCSB or elsewhere, or the current quarter is my first quarter as a TA.

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