

APPLICATION FOR GRADUATE ASSISTANTSHIP
Department of History and Philosophy
Eastern Michigan University

This application and all supporting materials are due in the office of the Department of History and Philosophy by 5:00pm on **Monday, May 11, 2020**.

Your application packet should be addressed to Dr. John McCurdy, History Graduate Coordinator. You may either email your materials to jmccurdy@emich.edu or mail them to Department of History and Philosophy, 701 Pray-Harrold, Eastern Michigan University, Ypsilanti, MI 48197.

Your Application materials should include:

1. Application form
2. Transcript showing graduate coursework
3. Short personal essay
4. Two letters of recommendation

Application for Graduate Assistantship. Please print clearly.

Part I: Applicant Information

Name: _____

Student I.D. Number: _____

Permanent Address: _____

Email Address: _____

Graduate Program of Study: _____

Graduate Credit Hours completed to date: _____

Part II: Transcript

Attach a current copy of your transcript to your application, showing all graduate coursework complete to date. If you are a new student entering one of our graduate programs in the fall, please attach a copy of your undergraduate coursework to this application.

Unofficial transcripts are acceptable.

Part III: Short Personal Essay

In this 500-word essay, the student should explain his or her previous History coursework, areas of scholarly interest, and how the Graduate Assistantship will further his or her career plans. Applicants are encouraged to speak to experience with teaching and/or research as well as plans for research at EMU including possible thesis topics.

Part IV: Two Letters of Recommendation

Please give the attached reference form to your recommenders and have them fill it out. The recommender should submit his or her letter to me directly at jmccurdy@emich.edu or mail it to Dr. John McCurdy, Graduate Coordinator, Department of History and Philosophy, 701 Pray-Harrold, Eastern Michigan University, Ypsilanti, MI 48197.

Name of Recommender 1: _____

Position/Institution: _____

Email: _____

Name of Recommender 2: _____

Position/Institution: _____

Email: _____

RECOMMENDATION FOR GRADUATE ASSISTANTSHIP
Department of History and Philosophy
Eastern Michigan University

Applicant: Please fill out Part I of this form, and then give it to your recommender.

Part I: Applicant Information

Name: _____

Graduate Program of Study: _____

Part II: Referee Information

Name: _____

Position/Institution: _____

Address: _____

Email: _____

In order to help evaluate the applicant's qualifications for a graduate assistantship, please answer the following two questions:

1. Among students at his/her level whom I have known, I would rank him/her in the

☐ Upper 5%

☐ Upper 10%

☐ Upper 50%

☐ Lower 50%

2. I rate his/her potential as a graduate assistant in History to be

☐ Excellent

☐ Very Good

☐ Good

☐ Fair

☐ Poor

Letter of Recommendation

Please attach a letter on your institution's letterhead in which you evaluate the applicant's abilities and potential as a graduate assistant at Eastern Michigan University. The primary duties of graduate assistants in History and Social Science are assisting professors in the classroom, mentoring undergraduates, grading assignments, and helping faculty with research.

Please state how long and in what capacity you have known the student as well as any other pertinent information to help the committee evaluate the applicant.

Please submit your recommendation to me directly at jmccurdy@emich.edu or mail it to Dr. John McCurdy, Graduate Coordinator, Department of History and Philosophy, 701 Pray-Harrold, Eastern Michigan University, Ypsilanti, MI 48197.

Please return your recommendation to me by Monday, May 11, 2020.

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