

APPLICATION FOR GRADUATE ASSISTANTSHIP IN HISTORY
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 5:00 p.m. on Monday, May 19th. Your application packet should be addressed to Dr. Ronald Delph, Graduate Advisor, Department of History and Philosophy.

Your Application materials should include:

1. This application form.
2. Current copy of transcript showing graduate coursework
3. Short personal essay
4. Two letters of recommendation
5. Authorization for release of information for background check

Application for Graduate Assistantship. Please print clearly. Illegible applications will be discarded.

Pt I: Applicant Information

Date: _____

Name: _____
Last First

Student I.D. Number: _____

Permanent Address: _____
Street City
State Zip

Email Address: _____

Graduate Program of Study: _____

Graduate Credit hrs. completed to date: _____

Pt. II: Current Copy of Transcript showing graduate coursework.

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.

Transcripts need not be official.

Pt III: Short personal Essay.

Attach a short essay, 300-500 words, describing your academic and professional goals and conveying a sense of yourself, and your special aptitudes and qualifications for a graduate assistantship, and your reasons for applying for a graduate assistantship.

Pt. IV: Two letters of recommendation:

Accompanying this call for applications for the position of graduate assistant is a file containing instructions that you are to give to your two referees whom you ask for letters of recommendation. Please give the attached reference form to your referees and have them fill it out. They should return the form and their letters to you in a sealed envelop, with their name across the envelop seal on the back. Alternatively, you may have your letters of reference emailed directly to me at rdelph@emich.edu

Name of Referee: _____

Email: _____

Name of Referee: _____

Email: _____

Pt. V: Authorization for release of information for background check form

Accompanying this call for applications for the position of graduate assistant is a file containing the “Authorization for release of information for background check” form. Please print the form contained in this file, read it over carefully, and if you consent to the background check, sign the form and submit it with your application materials. Your being awarded a position as a graduate assistant is contingent upon your agreement to submit to a background check.