

BECOMING AN OUTSIDE GRADUATE TEACHING ASSISTANT IN THE OSU CHEMISTRY DEPARTMENT

The Chemistry Department at OSU occasionally employs a very limited number of graduate students from other departments as Graduate Teaching Assistants (GTAs). The Department keeps a pool of qualified candidates from which to draw.

To be eligible to be in the pool, graduate students must meet the following criteria:

1. For the quarter for which the application is made, students must be registered graduate students in good standing.
2. Students must have the signed approval of their graduate advisor.
3. Students must have completed a GTA training session, held immediately prior to the start of the academic year in September and at other times as needed.

You can start the application process by sending the following documents to:

Prof. Philip Watson
Associate Chair
Department of Chemistry
Gilbert Hall 153
Oregon State University

- a) A completed application form (attached), including the signature of your graduate advisor. You will need to complete a new form for each future quarter that you wish to be a GTA.
- b) A resume, listing Chemistry classes taken and any other relevant experience (only for the first application).
- c) A short letter of recommendation from an employer, professor or other suitable reference (only for the first application).

If you have not applied before and you appear to be a qualified candidate, you will be contacted about attending a GTA training session.

If you have any questions please contact Prof. Watson by email at Philip.Watson@oregonstate.edu .

APPLICATION FOR THE OUTSIDE GRADUATE TEACHING ASSISTANT POOL IN THE OSU CHEMISTRY DEPARTMENT

Application for _____ Quarter, 20 ____

Name: _____

Student ID: _____ Department: _____

Year of graduate study: _____

Have you completed a Chemistry GTA training session?

Yes, on dates _____ No

Have you worked as a Chemistry GTA before?

Yes - in _____ in _____ No
CH class(es) Quarter/Year

Do you expect to hold any other university-paid positions while being a Chemistry GTA?

Yes - at _____ FTE (OSU limits the total to 0.49 FTE) No

Graduate Advisor Approval

To be eligible for the Chemistry GTA pool, your graduate supervisor should read the statement below and sign in the indicated place. Without this approval, your application will not be considered.

“I approve of this student working as a Chemistry GTA at a _____ FTE level (max 0.40).”

Advisor signature: _____ Date: _____

Printed name: _____

Department: _____

Return this form and other application materials to:

Prof. Philip Watson, Associate Chair, Dept. of Chemistry, Gilbert Hall 153, OSU