

## **BECOMING AN UNDERGRADUATE TEACHING ASSISTANT IN THE OSU CHEMISTRY DEPARTMENT**

The Chemistry Department at OSU welcomes applications from qualified undergraduates to assist as Undergraduate Teaching Assistants (UTAs), either for undergraduate credit (CH 410) or paid at standard university rates. The Department keeps a pool of qualified candidates from which to draw.

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

1. For the quarter for which the application is made, students must be juniors or seniors in good standing (application from sophomores will only be considered in exceptional circumstances). In addition, applicants must have taken two years of chemistry (the general chemistry and organic chemistry sequences).
2. Students must have the signed approval of their academic advisor.
3. Students must have completed a UTA 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 academic advisor. You will need to complete a new form for each future quarter that you wish to be a UTA.
- b) A resume, listing Chemistry classes taken and any other relevant experience (only for the first application).
- c) a copy of your transcript (unofficial is fine)
- d) 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 UTA training session.

If you have any questions please contact Prof. Watson by email at [Philip.Watson@oregonstate.edu](mailto:Philip.Watson@oregonstate.edu).

