

Application for Graduate Assistantship

Submit this application **by January 15.**

A complete application includes:

1. official undergraduate transcripts
2. official graduate transcripts (if pertinent)
3. two letters of recommendation from persons who are qualified to comment on your qualifications

Send your application, and all other documents if possible as attachments to our graduate secretary, Karen Jackett, mkmiller@memphis.edu. We accept letters of recommendation as attachments only if sent from the professor's academic e-mail account.

If you have already completed an application to the history graduate program, or are in it already, you may ask us to use documents already on file. We will accept an unofficial copy of a University of Memphis transcript.

IMPORTANT NOTE: Graduate appointments in the History Department are approved only after the applicant has been fully accepted for admission to the Graduate School of The University of Memphis. If you have any questions, go to the Graduate School Catalog for details on admission procedures. (It is located on the Graduate School's website at [http://www.memphis.edu/gradcatalog/.](http://www.memphis.edu/gradcatalog/))

Date: _____

The Department of History offers both Teaching Assistantships and Grading Assistantships.

Please indicate for each type whether it is your 1st or your 2nd preference.

(*Please note the degree requirement for the TA position.)

*Teaching Assistantship _____ 1st or _____ 2nd ***M.A. required**

Grading Assistantship _____ 1st or _____ 2nd

Personal Information:

Last Name

First Name

Middle Name

E-Mail Address:

U ID or SS#

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Place of Birth

Citizen of (Country Name)

Resident of (U.S. State or Country Name)

Permanent Address:

Street Address

City, State, ZIP

Area Code, Telephone Number

Current Address: *(complete this only if different from Permanent Address above)*

Street Address

City, State, ZIP

Area Code, Telephone Number

Education: *(list all colleges, universities, and special schools you have attended)*

School Name and Location	Dates Attended	Major Field	Degree Received

If you have not graduated from college yet, what is the expected date of your graduation?

Overall **undergraduate** grade-point average on a 4.0 scale:

Overall **graduate** grade-point average on a 4.0 scale:

Graduate Record Examination test scores:

Verbal:

Quantitative:

Advanced Test:

Miller Analogies Test raw score:

Teaching-related Experience and Employment:

Employer Name and Location	Position, Title, and/or Academic Rank	Dates of Employment

How far do you propose to pursue graduate work?

___ M.A.

___ Ph.D.

What are your specific plans for a career? (*Answer both parts.*)

Part 1: Check as many as apply to your current plans -- but please note, you must include an explanation of each choice in your answer to Part 2.

___ teaching (___ high school, ___ junior college, ___ 4-year college/university)

___ research and writing

___ government service

___ other

Part 2: In the space provided below, please explain your future career plans briefly.

Break down the manner in which your income while in graduate school will be covered by the following:

Income from this graduate appointment:

%
%
%

Earnings of parent, guardian, spouse, or other:

Savings:

Explanatory remarks:

Concluding statement and signature:

The above statements are true to the best of my knowledge and belief.

Signed: _____

Self-assessment:

We are asking you to write a letter of recommendation on your own behalf.

We expect you to assess candidly and objectively your qualities, interests, strengths, and even your weaknesses or foibles -- as you think they bear upon your prospects (a) for graduate work in history and (b) for a future career.