MONTANA STATE UNIVERSITY-BILLINGS
APPLICATION FOR GRADUATE/TEACHING ASSISTANTSHIPS

This application is to be completed and submitted to the Office of Graduate Studies and must have a resume attached. To be eligible for a graduate assistant appointment that may include a tuition credit and/or a stipend, applicants must be in a degree program and eligible for graduate financial aid. No awards will be granted until you are pre-registered for course work. Assistantships are typically awarded for a full academic year (fall and spring semester); however, continuation of an award for the second semester is contingent upon successful performance of assignments and recommendation of the unit chair or work supervisor as well as maintaining a minimum of 3.0 graduate GPA. **Awards are limited to available funds.**

Assistantships vary between colleges. Some assistantships might include a stipend, some a tuition credit, and there are some that will include both. The graduate assistant works for either a member of the faculty or professional staff on specific activities, which enhance the attainment of professional skills. The teaching assistant works for an academic department to facilitate the teaching mission of the unit. Under the direct supervision of the Department chair and faculty member, the teaching assistant performs various teaching functions in the manner that enhances professional development. If you have any questions please contact the Graduate Office for assistance.

STUDENT INFORMATION

APPLICATION FOR: ☐ Fall 20____ ☐ Spring 20____

Name _____ I.D. #_____

Street Address_____

City_____ State _____ Zip_____ Phone _____

Field of Study at MSU Billings _____ Cum. GPA _____

Indicate College/Department/Area of Job Listing:

☐ College of Allied Health Professions Please indicate Department/Area _____ _____

☐ College of Arts & Sciences Please indicate Department/Area _____ _____

☐ College of Education Please indicate Department/Area _____ _____

☐ Other Please indicate Department/Area _____ _____

GRADUATE OFFICE ONLY:

Application Received: _____ Resume ☒

Forwarded to Contact (date) _____

Graduate Assistant ☐ Teaching Assistant ☐

In State ☐ Out of State ☐

Hired ☐ Date _____ ETF # _____

Revised 09-2010