

**GRADUATE ASSISTANTSHIPS  
DEPARTMENT OF TEACHER EDUCATION**

The Department of Teacher Education has been authorized to nominate a limited number of persons for graduate assistantships, subject to the approval of the Graduate School. These assistantships are awarded to students by the Graduate School upon the nomination of the Department. The Department bases its nominations upon factors such as: (1) regular admission status with the Graduate School, (2) relevance of the undergraduate degree to the assistantship, (3) teaching experience, (4) personal recommendations, (5) personal interviews, (6) cumulative grade point average (at least 3.0/4.0 preferred), and (7) special skills and interests. Miami University is an equal opportunity employer.

**Graduate Assistantships\*\***

The responsibilities of a graduate assistant include: (1) assisting one or more faculty members with instruction, research, or special projects for 20 clock-hours per week during the academic year, (2) carrying at least 10 graduate credit-hours each term during the academic year,\* (3) maintaining a cumulative grade point average of at least 3.0 in graduate course work, and (4) making satisfactory progress toward fulfillment of the degree requirements for the chosen program.

As a graduate award holder you will have the following benefits: (1) a stipend of \$10,982 (2007-08)\*\*\* for the academic year (2) remission of the instructional fees, out-of-state fees and 50% of the general fees and metro fees, (3) during summer sessions, students may enroll in classes and receive remission of fees as outlined in number 2 above (please see Dr. Pribble for details of this benefit) (4) opportunity to work closely with departmental faculty members in a professional position related to the student's area of study, and (4) eligibility for a graduate summer scholarship for the summer following successful fulfillment of academic year responsibilities, provided the student is appropriately registered (presently, this scholarship is \$900 for students registered for 6 graduate credit hours and/or two \$900 scholarships for students registered for 12 graduate credit hours).

**Application Procedure**

Although applications are welcome at any time of year, the deadline for first selection is March 1st. Assistantships are not available for the summer terms. You will note that you must apply and be accepted on Regular Standing into the Graduate School of Miami University before you are eligible for departmental nomination. We are continually seeking high quality graduate assistants. We are looking forward to hearing from you. Your assistantship application should be completed and returned to:

The Director of Graduate Studies  
Department of Teacher Education  
404 McGuffey Hall  
Miami University  
Oxford, Ohio 45056

\* Master of Arts in Teaching degree candidate may carry 9 graduate credit hours and 1 undergraduate hour each term.

\*\* Students may not hold an assistantship during the semester in which he or she is registered for student teaching.

\*\*\* Stipend for 08-09 will not be announced until the university budget is approved, however, this stipend has always remained the same or increased from the previous year. This is only a guide and not a guarantee, however.

**DEPARTMENT OF TEACHER EDUCATION**  
**Application for Graduate Assistantship**

For Academic Year \_\_\_\_\_ Today's Date \_\_\_\_\_ Banner # \_\_\_\_\_

1. Name of Nominee \_\_\_\_\_ Birthdate \_\_\_\_\_

2. Permanent Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

3. Present Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

4. Institution & State of Undergraduate Degree \_\_\_\_\_

5. Major Field \_\_\_\_\_ Degree \_\_\_\_\_ Mo. \_\_\_\_\_ Yr. \_\_\_\_\_ Cum. Avg. \_\_\_\_\_

6. Institutions of Graduate Study (List Miami Current Enrollment Last)

\_\_\_\_\_  
\_\_\_\_\_

7. Acceptance in Miami University Graduate School: Yes \_\_\_\_\_ No \_\_\_\_\_ Date \_\_\_\_\_

Intended Major: \_\_\_\_\_  
Adolescent/Secondary Major - please specify initial certification field(s)

8. Student Teaching: School \_\_\_\_\_ Year \_\_\_\_\_

Cooperating Teacher \_\_\_\_\_

Grade Level \_\_\_\_\_

Subject Area \_\_\_\_\_

9. Area of Teacher Certification (Licensure): \_\_\_\_\_

10. Elementary Only - List any academic fields of concentration (e.g. Math, Science, etc.)

\_\_\_\_\_  
\_\_\_\_\_

11. If prior teaching or graduate assistant experience, specify when, where; describe duties:

\_\_\_\_\_  
\_\_\_\_\_

12. Special Areas of Interest: \_\_\_\_\_

\_\_\_\_\_

13. List of names, addresses, and phone number of two references, whom you are asking to write recommendations directly to the Department:

1. \_\_\_\_\_

2. \_\_\_\_\_

14. Special Abilities: (Check)

\_\_\_\_\_ Computer Applications:  Word processing  Desktop Publishing  
 Spreadsheets  Telecommunications - WWW  
 Databases  Power Point  
 Access  Web Page Design  
 Other \_\_\_\_\_

\_\_\_\_\_ Counseling  
\_\_\_\_\_ Creative Writing  
\_\_\_\_\_ Organizational Ability  
\_\_\_\_\_ Teaching  
\_\_\_\_\_ Library Research  
\_\_\_\_\_ Other - specify: \_\_\_\_\_

15. Prefer Assignment in: (Rank 1, 2, 3)

\_\_\_\_\_ Early Childhood Education  Coordination of Early Childhood Education  
\_\_\_\_\_ Science Education  Coordination of Middle School Education  
\_\_\_\_\_ Math Education  Coordination of Adolescent Education  
\_\_\_\_\_ Social Studies Education  
\_\_\_\_\_ Eng./Language Arts Education  
\_\_\_\_\_ Reading  
\_\_\_\_\_ No Preference

16. Signature \_\_\_\_\_

Return to: Director of Graduate Studies  
Department of Teacher Education  
Miami University  
404 McGuffey Hall  
Oxford, Ohio 45056

If you have further questions, please contact 529-5708.