Completed applications are due to the English Department Office, CLV 103, no later than 4:00pm, Monday, March 27th, 2017. The student personnel committee will not consider incomplete applications; see Section III for a list of required attachments.

Applicant Name: ___________________________ Student ID: __________________

Email Address: ____________________________ Telephone Number: __________________

Major: ___________________________ Minor: ___________________________

Expected Date of Graduation: ___________ Class Level: Sophomore Junior Senior Graduate

Section I: Positions

Number each position that you are applying for by order of preference, with number “1” as the highest designation (1, 2, 3, etc). Be sure to indicate if you are returning to this position or if you are a new applicant.

<table>
<thead>
<tr>
<th>Preference</th>
<th>Position</th>
<th>Type</th>
<th>New</th>
<th>Returning</th>
</tr>
</thead>
<tbody>
<tr>
<td>1X</td>
<td>1X Tutorial Instructor</td>
<td>ISA</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>109X</td>
<td>109X Tutorial Instructor</td>
<td>ISA</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Graduate Facilitator for ENGL 16 (Dr. TBD)</td>
<td>ISA</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Graduate Facilitator for ENGL 40A (Dr. Zarins)</td>
<td>ISA</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td></td>
<td>Graduate Facilitator for ENGL 50A (Dr. Sweet)</td>
<td>ISA</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>1</td>
<td>*Teaching Associate for ENGL 5</td>
<td>TA</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>2</td>
<td>*Teaching Associate for ENGL 5M</td>
<td>TA</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>3</td>
<td>**Teaching Associate for ENGL 20/20M (experienced TAs only)</td>
<td>TA</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>4</td>
<td>University Reading &amp; Writing Center Graduate Associate Coordinator</td>
<td>GA</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>5</td>
<td>University Reading &amp; Writing Center Tutor</td>
<td>ISA</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

* Priority given to first, second and third semester TA’s. First semester (new) TA’s cannot hold additional positions within the department for that one semester.

** If applying for the English 20 TA position please submit a written statement along with your application.

Up to how many total hours a week (20 hours maximum) are you able to work? ______

*If you are a new applicant to any of the above positions, complete the rest of this application in its entirety; otherwise, skip to attachment 4 in Section III.*

Section II: Questionnaire

List tutoring or teaching experience: ________________________________________________

_________________________________________________________________________________
Office or computer experience: __________________________________________________________

Areas of Academic Interest: __________________________________________________________
___________________________________________________________________________________

Do you have speaking, writing, or reading competence in other languages besides English? Explain:
___________________________________________________________________________________
___________________________________________________________________________________

List three faculty members who are willing to recommend you:
(1) ________________________________________________________________________________
(2) ________________________________________________________________________________
(3) ________________________________________________________________________________

Section III: Attachments

If you are a new applicant to any of our student positions, you will need to attach all of the following documents to be considered. If you have previously worked for our department and you are only applying to positions you’ve held previously, you are only required to attach the University Application.

1. **Statement of Purpose** – Submit one statement, no longer than 500 words, for each position for which you are applying. Please outline the reasons why you are interested in the applied position. Indicate details that you believe would be of assistance in the appraisal of your application i.e. courses, internships and tutoring experience.

2. **Letters of Recommendation** –
   a. If you are applying for a Teaching Associate (TA) position, please submit a total of three letters of recommendation.
   b. If you are applying for a Graduate Facilitator for Large Lecturer Class (ISA) position, you are not required to submit a letter of recommendation.
   c. If you are applying for any other position, submit one letter of recommendation.
   d. If you are applying for more than one position, be sure to have your recommender(s) indicate each position in his or her letter.
   e. Each recommendation letter must be submitted in a sealed envelope with the professor’s signature over the seal.

3. **Transcripts** – Submit unofficial transcripts for all college course work completed – one set for each institution attended.

4. **University Application** – Submit one application for each position for which you are applying. Links to these applications can be found at [http://www.csus.edu/engl/jobs.html](http://www.csus.edu/engl/jobs.html).

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**WAIVER OF RIGHTS TO VIEW LETTERS OF RECOMMENDATION**

I hereby waive my rights to see or otherwise review any letters of recommendation pertaining to this application. I furthermore understand that the English Department will not accept any applications that do not contain confidential letters. Finally, I agree not to ask recommending faculty to show me their letter or comment on their contents.

Signature: _______________________________________________________   Date: _____________________