**TEXAS WOMAN’S UNIVERSITY**

***DEPARTMENT OF MATHEMATICS & COMPUTER SCIENCE***

Course Assistant Application for

Fall 2016

**Name**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Last Name) (First Name)

**Student ID#**: \_\_\_\_\_\_\_\_\_\_\_\_ **Student email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact information**

**Permanent Mailing Address (home):**

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

(Number & Street)

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(City) (State) (Zip Code)

**Local Address (School):**

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(Number & Street)

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(City) (State) (Zip Code)

**Phone #** (including cell phone): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Academic Background**

**Major**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_(if Nursing, please also provide the semester you will apply to Nursing School)

**Minor**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please complete the following table: Have you taken any of the following course or their equivalent?

|  |  |  |  |
| --- | --- | --- | --- |
| Course | Equivalent Course | Completed? | Final Grade? |
| MATH 1303 |  |  |  |
| MATH 1703 |  |  |  |

**Grade Level (circle one):**

Freshman Sophomore Junior Senior Graduate Student

When do you anticipate graduating? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(month & year)

What is your GPA? \_\_\_\_\_\_\_\_\_\_\_\_\_

Are you currently employed on Campus? Y/N; Off Campus? Y/N; How many hours? \_\_\_\_\_\_\_\_

**Experience**

**Please briefly answer the following questions (Please attach additional pages if necessary):**

Do you have teaching experience? If yes, give details \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

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Have you ever created lesson plans? If yes, for what class? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Have you ever tutored any students? If yes, give details \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Why are you interested in this position? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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What contributions will you make to this program? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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How will participating in this program support your goals? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Recommendations should be emailed directly to [sit@twu.edu](mailto:sit@twu.edu) or sealed in an envelope with signature across the seal by the Instructor and sent to the Math & Computer Science, ATTN: SIT Program.

**Texas Woman's University**

**Supplemental Instruction/Tutoring (SIT) Program**

**Letter of Recommendation Form for**

**Prospective Course Assistants**

**Applicant Name (last, first): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**TWU SIT Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Supplemental Instruction/Tutoring (SIT) is a hybrid version the traditional supplemental instruction (SI) model created in the 1970’s at University of Missouri at Kansas City (UMKC). The SIT program is structured to help mitigate academic and other risk factors which may impede academic success for students in these courses. SIT currently supports: Algebra (MATH 1303) and Statistics (MATH 1703).

Course assistants (CA’s) attend class, offer hybrid supplemental instruction and tutoring sessions, and peer mentoring to the students within their course. The CA’s also facilitate in-class activities and, at times, lead class review sessions. We request that you evaluate the Applicant’s abilities to fulfill the requirements and expectations for the position of Course Assistant.

Please see [www.twu.edu/sit](http://www.twu.edu/sit) for more information about Course Assistants and the SIT Program.

Recommender: please evaluate the applicant on the scale below:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Exceptional | Outstanding | Good | Average | Poor | NA |
| Knowledge of Subject |  |  |  |  |  |  |
| Ability to Explain Subject |  |  |  |  |  |  |
| Ability to Mentor others |  |  |  |  |  |  |
| Leadership/Role Model |  |  |  |  |  |  |
| Responsibility |  |  |  |  |  |  |
| Reliability |  |  |  |  |  |  |
| Attention to Detail |  |  |  |  |  |  |
| Organizational Skills |  |  |  |  |  |  |

Please make any additional comments you feel may be helpful in assessing the candidacy of the applicant on the back of this form.

Recommender Signature & Position

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

You may email your recommendation directly to [sit@twu.edu](mailto:sit@twu.edu) or seal your recommendation in an envelope, sign across the seal and send to the Math & Computer Science Department, ATTN: SIT Program.