**Term:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **K# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **Username: ku .**

**E-MAIL the completed application to** **shawnda.kumro@tamuk.edu**

|  |  |  |
| --- | --- | --- |
| **Local address:** |  |  |
|  |  |  |
| **Phone No. :** |   ( )\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | **Where you can be reached.** |
|  |  |  |
| **E-mail :** |  |  |

You must complete all training as soon as possible, including the on-line training (Train Traq) or risk losing your assistantship or employment. There will be a mandatory orientation and training session at the beginning of each long session.

I understand that I must attend the Biology Teaching Assistant Orientation & Training before the semester begins. The specific date and time will be provided once your application has been reviewed.

Student signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Successful applicants are not guaranteed their choice of teaching labs. First, we must meet the needs of the department. Then, we will attempt to work with your schedule.

Indicate the labs you prefer to teach below:

|  |  |  |
| --- | --- | --- |
| **Instructor Signature** | **COURSE NAME & NUMBER** | **DAY & TIME** |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Please provide your class schedule below. X out all days and times that you will NOT be available to teach labs or assist with other Biology Department work.

It is recommended that you leave your schedule as open as possible to increase the likelihood that you can be employed.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** |
| **8:00 a.m.** |  |  |  |  |  |
| **9:00** |  |  |  |  |  |
| **10:00** |  |  |  |  |  |
| **11:00** |  |  |  |  |  |
| **12:00 Noon** |  |  |  |  |  |
| **1:00 p.m.** |  |  |  |  |  |
| **2:00** |  |  |  |  |  |
| **3:00** |  |  |  |  |  |
| **4:00** |  |  |  |  |  |
| **5:00 p.m.** |  |  |  |  |  |
| **6:00** |  |  |  |  |  |
| **7:00** |  |  |  |  |  |
| **8:00** |  |  |  |  |  |
| **9:00** |  |  |  |  |  |
| **10:00p.m.** |  |  |  |  |  |

**If there are any potential changes to this schedule after submission, please notify me as soon as possible.**