Name: __________________________________________

PROJECT ELA
GRADUATE ASSISTANT APPLICATION

Review of completed applications will begin and continue until vacancies are filled. In order to receive full consideration, please submit materials as soon as possible. You will be contacted if you have been selected for an interview.

A completed file will contain the following: completed application, resume, undergraduate transcript(s) and three (3) completed reference letters. Incomplete files will not be accepted.

Successful candidates must be fully matriculated in the TESOL graduate program at SUNY Fredonia by the start of employment.

Submit complete application files to:
Ms. Cynthia Jonsson
Director, Project ELA/BRIDGE
SUNY Fredonia, E235 Thompson Hall
280 Central Avenue
Fredonia, NY 14063
Name: __________________________________________         ID#:_________________DOB: ____________
Current Address: __________________________________       Current Phone: ______________________
                                      _____________________________       Cell Phone: ____________________________
Permanent Address: __________________________________       Permanent Phone:____________________
                                      _____________________________      Email:________________________

Current citizenship status:
   _____ U.S. Citizen       _____ Permanent Resident

Current Graduate Student Status at SUNY Fredonia:
   _____ Matriculated Student       _____ Non-Matriculated Student       _____ Neither

Indicated the semesters in which you will be available if offered an assistantship:
   _____ FALL       _____ SPRING     _____ SUMMER (tentative summer employment availability)

   You must be available to work 20 hours and 4 days per week, with morning availability required in Spring & Fall.

SUNY Fredonia Graduate Study Information:

Have you held an Assistant position before? _______ If yes, what type: _________________________________
   Supervisor: _________________________________
   Type of tasks performed: _________________________________

Current Certificates and License: _________________________________

Current Graduate G.P.A: ______________________ (approximate)

Have you been accepted into the TESOL Graduate Program? _________________________________

Date graduate application submitted: ________________ Expected date of graduation: ________________

References:

Please list the names and contact information for three individuals you will contact for references. These
individuals are each asked to submit a letter of recommendation to Ms. Cynthia Jonsson:

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Education:
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<th>Major</th>
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**Employment Experience:**

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**Honors/Awards:**

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
Please answer these questions specifically and precisely.

*All responses must be typed on a separate sheet.
*Hand-written answers to the application questions will not be accepted.

1. Please list and describe any activities, work or supervisory experiences that have contributed to your qualifications for a Graduate Assistant position.

2. In order to be successful as a Graduate Assistant you must be able to balance the demands of your graduate study, this position, and your personal life. How do you handle competing demands of your time?

3. Personal interaction, communication and informal leadership skills are necessary for successful performance as a Graduate Assistant. Please describe your experiences and the personal strengths you possess which have prepared you for these aspects of the position.

4. Have you lived in another country? If so, please indicate in which country (ies) you have lived, and under what circumstances (e.g. Citizen, Peace Corps member, member of U.S. military, child of military parent(s), academic exchange student, etc.).

5. Are you fluent in languages other than English? If so, please list the languages you speak.

The applicant’s signature below indicates an affirmation that all information provided in this application is true to the best of your knowledge.

_______________________________________________                          _______ ___________
Applicant Signature                                             Date

Submit your application to:

Ms. Cynthia Jonsson  
Director, Project ELA/BRIDGE  
College of Education  
SUNY Fredonia  
E235 Thompson Hall  
280 Central Avenue  
Fredonia, NY 14063

Phone: 716-673-4725  
Fax: 716-673-4724