

Longwood University

Request for Graduate Assistant

GA Immediate Supervisor(s):

Phone:

Email:

Term(s) Applied For: Fall 20____ Spring 20 ____ Summer 20__

Assistantship Category (See policy at www.longwood.edu/graduatestudies for definitions):

____ Teaching Assistant ____ Research Assistant ____ Academic Assistant

Preferred Status:

Full time (20 hours per week) _____ Part time (10 hours per week) _____

Duties and Responsibilities:

Learning Outcomes for GA:

Skills/Qualifications Required:

Evaluation Plan:

Nominations:

Approved by:

Program Coordinator/Director

Date

Department Chair/Supervisor

Date

Academic Dean/ Division VP

Date