DEPARTMENT OF MATHEMATICS
APPLICATION FOR GRADUATE TEACHING ASSISTANTSHIP
INFORMATION SHEET - SPRING 2007

DEADLINE: November 17, 2006. Late applications are accepted.
You should expect to receive e-mail from us shortly after your application has been received.
Please read the following information sheet carefully and keep it for future reference.

If you have any further questions, please contact
Ms. J. Morris - MATH 827; (765) 494-5964 - or send e-mail to applgta@math.purdue.edu

The application form mentioned here is only for graduate students from Departments other than Mathematics, who have never been employed by the Department of Mathematics as Graduate Teaching Assistants and have not passed the Department of Mathematics' screening. If you are from a Department other than Mathematics and have passed the Department of Mathematics' screening but are (were) not employed by the Department of Mathematics during this (last) semester, you should ask (as soon as possible) for a Spring Schedule Card from MATH 827.

In order to be eligible for a Graduate Teaching Assistantship (= TAship) for Spring 2007, you must

(i) be a full-time graduate student working towards a degree at Purdue during the semester of employment;
(ii) not be employed by another Department for the semester for which you wish to apply;
(iii) be eligible to start employment on January 2, 2007.

Though not completely impossible, it is extremely unlikely that Spring positions will be available for Spring 2007 applicants. We are mainly screening applicants in order to be able to make early offers for Fall 2007. So, participants should also be eligible to start employment on August 14, 2007 and satisfy conditions (i) and (ii).

A complete application consists of a completed application form and an unofficial copy of all your transcripts (after high school) and of your TOEFL score (if applicable to you). Please note that a print-out of SSInfo is not an acceptable Purdue transcript. Applications submitted electronically will not be accepted. Screening slots are not given on a "first come first serve" basis. All applications completed and received by the deadline are considered for the first allotment of screening slots. Applications completed after the deadline are accepted and are considered for the allotment of additional screening slots. Applications are not carried over to the next semester. International students should only apply if their visa status allows them to start employment immediately after being hired – January 2 for Spring or August 13 for Fall 2007. There is not sufficient time between being hired and the start of classes to change visas, the sponsorship of an I-20 or DS-219, or to obtain permission from INS to be employed. International students with questions about employment eligibility should contact their department or the ISS at (765) 494-5770.

Depending on how many screening slots are available, some applicants will be selected on the basis of their application to participate in a screening (before the Spring semester starts) and a series of teaching workshops (before the start of next Fall semester). The application form contains information as to when applicants can expect to be contacted by us. There will be a mandatory meeting on January 2 and the screening will be on January 3. The goal of the screening is to evaluate the applicants' language, communication and teaching skills. Additional information about the screening and on how to prepare for it, will be provided to those chosen for the screening. New TAs are hired from among those who pass the screening. Students who pass the screening and are not hired for that semester, are kept on a waiting list for one year. They are contacted first in case of a later opening. People on this waiting list need not participate again in the screening. They become, with those who pass the screening that year, part of the pool of students from which hiring is done.

TAs are hired for 1/2-time positions. 1/4-time appointments are rarely available. A 1/2-time TA should expect to work on the average 20 hours per week for sixteen weeks (including finals week). New TAs without teaching experience are usually given a recitation assignment while new TAs with previous teaching experience might be given an Algebra/Trigonometry course to teach. The Department of Mathematics does not hire TAs to teach specific courses and does not hire graduate graders. TAs' assignments change each semester and might have increasing levels of responsibility attached to them. New TAs are paid a monthly salary of $1,340 for five months and receive a semester tuition and fee reduction for all but $572 for international and $552 for domestic students. Some schools have additional fees which are not waived – check directly with your school. Employment is on a semester by semester basis, though, whenever possible, it is continued for those TAs whose performance is better than satisfactory, who are full-time students working towards a degree and are not employed elsewhere.

We need to be able to reach you once you turn in your application. So please send e-mail to the above address if you will be out of e-mail contact for more than three days. If we cannot reach you (especially close to the screening), we cannot let you know that a screening slot became available for you. International students not currently in the US should send us e-mail about when they plan to arrive and should go to MATH 827 upon arrival to provide us with a local phone number.

Please make sure that we can contact you at all times.
Inform us by e-mail promptly of any changes of address, phone number or status.