



UNIVERSITY OF SOUTH ALABAMA
APPLICATION AND RECOMMENDATION FOR
GRADUATE ASSISTANTSHIP/FELLOWSHIP

This section is to be completed by student. Please type or print.

US Citizen : yes or no (please circle one)

Name: Mr/Ms Phone: (Home) (Work)

Current Address: SS#:

E-Mail Address:

Student #: Semester Admitted: College: Dept:

Education:

College/University Location Dates Attended Degree/Major

Work Experience:

Employer Location Dates Position

Academic Honors/Professional Activities:

Special Skills or Areas of Expertise:

References:

Name Title Address Telephone

It is the responsibility of the student to contact the listed references and arrange to have letters of recommendation sent to the Department Chair by the departmental application deadline. (Deadlines vary with department.)

How will this graduate assistantship further your career goals?

Applicant's Signature: Date:

Return form to Departmental Office

**Page 2 of 2: This section must be completed by the Department/College in order to be processed.**

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**Appointment Requested:**

New Appointment \_\_\_\_\_

Reappointment \_\_\_\_\_

**Period of Appointment (semester/year):**

To begin \_\_\_\_\_/\_\_\_\_\_

Through \_\_\_\_\_/\_\_\_\_\_

**Appointment Type and Source of Funds (check/fill-in all applicable information):**

<u>Type</u>	<u>Amount</u>	<u>Graduate School</u>	<u>Source of Funds</u>
			<u>Other (Specify source, account number &amp; grant holder's name)</u>
____ Graduate Assistantship	_____	_____	_____
____ Tuition Fellowship	_____	_____	_____

**Comments:**

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**Current Academic Status** (must be regular for Graduate School Assistantship and/or Tuition Fellowship) \_\_\_\_\_

**APPROVALS:**

<b>Department Chair</b>	Date
<b>Director of Graduate Studies</b>	Date
<b>Dean of the Graduate School</b>	Date

**NOTE: The following supporting materials must be attached to this recommendation:**

- 1. Student transcripts or grade reports (needed for 1<sup>st</sup> time appointment and beginning of academic year for reappointments)**
- 2. Three letters of recommendation (needed for first time appointments). Students should contact references to request letters.**
- 3. Student Personnel Action form (needed for each appointment).**