



COLLEGE OF  
**EDUCATION**

Office of Graduate Studies  
TCU Box 297900  
Fort Worth, TX 76129  
817.257.7661

## Assistantship Application

Assistantships must be full-time (enrolled in at least 9-credit hours) graduate students and available to work on campus during the day and possibly early evenings. Funding for Assistantships is given to students taking classes to fulfill a graduate degree only. Positions are awarded for fall and spring semesters, a one academic year commitment.

*Please note: Assistant positions will be awarded for Fall and Spring 2024-2025. Assistantships are typically not available during the summer.*

<b><u>Deadlines for applying:</u></b> <b>March 1st - M.Ed</b> <b>February 1st - Ed.D &amp; Ph.D</b>	
<b>Option 1: Assistant</b>	<b>Option 2: Assistant With Stipend</b>
Provides partial to full tuition in exchange for 10 hours per week of work with a College of Education professor and/or project as assigned by the College of Education Graduate Studies Office.	Provides partial to full tuition plus a stipend in exchange for 20 hours per week of work with a College of Education professor and/or project as assigned by the College of Education Graduate Studies Office.

Check all that apply:

- I will accept either position available.
- I am applying for an Assistant position (Option 1).
- I am applying for an Assistant With Stipend position (Option 2).
- I am interested in summer employment, if available.

Please print neatly:

**Full Name:** \_\_\_\_\_

**TCU ID#** \_\_\_\_\_

**You must include your TCU ID to be considered for an Assistantship.**

\*If you are applying for an Assistantship in tandem with admission into Graduate Studies, your application will be on hold until you have been accepted into a graduate program and have an official TCU ID. This application will reflect the same date as your acceptance letter.

Home Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Degree sought:      M.Ed.              Ed.D.              Ph.D.

Major: \_\_\_\_\_

Advisor: \_\_\_\_\_

Example: Counseling, Ed. Leadership, Special Ed, Curriculum & Instruction (Curriculum Studies, Language & Literacy, Math Educ., Science Educ.)

*Assistantships are highly competitive. Selection is based on best fit between student qualifications and College of Education needs.*

Please list teaching certificates earned:

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Please list professional experience:

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Please describe what qualities you possess that will make you an effective Assistant:

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Please list research skills/classes:

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Please rate your competence on the following:

**0 = Unfamiliar      1 = Somewhat competent      2 = Competent      3 = Advanced**

Microsoft Programs (PowerPoint, Excel) _____	Research Software (Qualtrics, SPSS, SAS, R, Atlasti, NVivo)_____
Presentation Software (Keynote, Google Slides)_____	Scholarly/Academic Writing_____
Social Media/Networking (Instagram, Facebook, LinkedIn)_____	Literature Synthesis & Review_____
Video Conferencing (Zoom, Nearpod)_____	Learning Management (D2L)_____

References: Please list two individuals familiar with your work that we may contact.

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Name

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Name

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Title

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Title

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Phone

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Phone

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Address

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Address

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Student Signature:

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Date:

Students awarded Assistantships may not simultaneously receive other tuition funding from the College of Education.

*Please complete form and e-mail to [COEgraduate@tcu.edu](mailto:COEgraduate@tcu.edu); or mail to College of Education, Graduate Studies Office, TCU Box 297900, Fort Worth, Texas 76129.*