

## ANNUAL APPLICATION FORM FOR GRADUATE ASSISTANTS

This form must be submitted by both new applicants and continuing students every spring for the following academic year

All applicants must submit a **resume** (one page maximum) and a **brief and specific statement of qualifications and interest** (one page maximum) along with the application form. This is a separate requirement from any application you may have submitted for admission into the graduate program or for scholarships/fellowships. **Please submit ALL required information. Incomplete applications will not be considered.**

**Note: Applicants for Design Teaching Assistantships must also submit a portfolio if not currently on file as part of the application for admission.**

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Semester entering the Graduate Program: \_\_\_\_\_

Program:  Post Professional (1-Year)  Professional (2-year)  Professional Limited Standing (4-year)  PhD

Expected Date of Graduation: \_\_\_\_\_

Have you previously held an assistantship in the School of Architecture? Yes / No

If yes, what type?  Teaching  Research  Resource

Dates Held: \_\_\_\_\_

Course Assisted or Position: \_\_\_\_\_

Supervisor or Faculty Member Responsible: \_\_\_\_\_

SELECT NO MORE THAN THREE FROM THE TEACHING ASSISTANT AREAS BELOW AND RANK THEM (1,2,3) ACCORDING TO YOUR PREFERENCE (your brief statement should reference qualifications for these areas).

Teaching Areas:

\_\_\_\_\_ Design

\_\_\_\_\_ History/Preservation

\_\_\_\_\_ Practice

\_\_\_\_\_ Structures

IF YOU HAVE AN INTEREST IN PARTICIPATING IN THE RESEARCH ACTIVITIES IN THE SCHOOL, PLEASE STATE **RESEARCH AREA:** \_\_\_\_\_

Save this form and submit as an email attachment to: [arch-grad@illinois.edu](mailto:arch-grad@illinois.edu) along with a pdf of your resume and statement of interest.

Please name your application submission "<your last name> assistantship application.pdf".

**Deadline – February 24, 2012**

## CONSIDERATION FOR GRADUATE FINANCIAL ASSISTANCE

The School of Architecture at the University of Illinois at Urbana-Champaign offers four types of financial assistance to graduate students: Fellowships, Teaching Assistantships, and Research Assistantships.

### FELLOWSHIPS

Fellowships are awarded on the basis of academic performance and unique achievement, and the recipients are determined by the School's Graduate Committee. Fellowship stipends are typically \$10,000 for the academic year, and also include waivers of full tuition, service fee, health service fee, AFMFA fee, Library/Technology fee, as well as partial coverage of the health insurance fee for one academic year of study and one summer session. Students with waiver-generating fellowships also receive dental and vision insurance. No special application is necessary to be considered for a fellowship award.

### ASSISTANTSHIPS

**Graduate students may apply for either type of Assistantships.** To receive consideration during the academic year, students must complete an application form available in the preceding spring semester, attach a resume and a brief statement of qualifications and interest, and submit it as a pdf file to: [arch-grad@illinois.edu](mailto:arch-grad@illinois.edu)

**Teaching Assistantships** are awarded to support the activities of a faculty member teaching undergraduate students in Architectural Design, History and Preservation, Practice, and Structures. The number of available positions in each program is dependent upon enrollment and the School's budget. Non-native English speakers must have a satisfactory EPI or TOEFL (speaking sub-score) before they will be considered for teaching assistantships.

**Research Assistants** participate in funded research investigations conducted by faculty members. The opportunities vary and the topics are specific. Students interested in Research Assistantships should briefly identify their own specific research interest and experience in order to determine appointments in related areas of funded research. Research assistant appointments may commence at any time during the year, and the appointment period may not coincide with the academic calendar.

Assistantships are normally awarded to students who have demonstrated academic excellence ("B" average or better) and/or special abilities. Assistantships are contracted on a semester basis, typically as ¼ time (25%) appointments, and are renewable up to four semesters pending availability of positions and evaluation of previous performance. Any request to vary these limitations must be made in writing by a student and/or faculty member and submitted to the Associate Director in the Graduate Office. A rationale for the variance must be included in the request. Assistantships between 25% and 67% for three-quarters of the academic term carry a base-rate tuition waiver, and full waivers of the service fee, health service fee, AFMFA fee, and Library/Technology fee. Students with waiver-generating assistantships also receive dental and vision insurance and partial coverage of the health insurance fee for the term of their appointment.

See the Graduate College Handbook for more information. URL: <http://www.grad.illinois.edu/gradhandbook/>

### SCHOOL OF ARCHITECTURE TUITION WAIVER POLICY

**Graduate assistantship appointments in the School of Architecture include a base-rate tuition waiver. The amount of a "base-rate tuition waiver" is equivalent to in-state tuition. All non-resident assistants are responsible for any additional tuition costs required.**

**Note: It is the student's curriculum that determines the type of waiver, not the unit granting the assistantship.**

This means that if you are registered in the School of Architecture curriculum and are hired as an assistant by another unit on campus, it is the School of Architecture that determines the type of waiver that will be awarded to you, not your employer. Conversely, if you are registered in another unit on campus, e.g. MBA, and are employed by the School of

Architecture or another unit on campus as an assistant, it is the unit in which you are enrolled, e.g. MBA, which determines the type of tuition waiver given to you, not the School of Architecture.