2015-16 UNDERGRADUATE ASSISTANT PROPOSAL

Title of Assistantship:

Name of Supervisor:

1. Goals and objectives: Please indicate how this Undergraduate Assistantship will impact your departmental program and assist in meeting its goals, both present and future.

2. Responsibilities: Please state how this proposed Undergraduate Assistantship will enhance the academic preparation of a student. What are the enhanced expectations?

3. Supervision and evaluation: Please detail the level of supervision the proposed Undergraduate Assistantship will have and what evaluation will be offered to the student. What level of self-direction will the student need?

4. How does this Undergraduate Assistantship differ from a traditional student employment position, i.e. research opportunities?
Amount of funding requested:

_____ (number of weeks) x _____ (average number of hours) x $8.25/hour

= $__________

Supervisor’s Signature/Date:
Department Chairperson’s Signature/Date:

*Proposals are due in Human Resources, Hillman Hall by 4:00 p.m. on November 18, 2014. Late applications will not be accepted.*