



Graduate School Hiring Proposal For Graduate Assistantship Position

Candidate Information

Candidates First, Middle Initial, and Last Name

Candidate 700#

Candidate Email

Candidate Phone Number

Posting Information

Posting Title

Posting Working Title

Position Number

Working Hours, FTE, & Rate of Pay

FOAPAL

Hiring Department

Semester/Year	20	Fall	Spring	Summer
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Hiring Proposal Information

Start Date

End Date

Supervisor Name

Comments



Certificate of Eligibility For Teaching Graduate Assistantship Position

Student Name:

Student 700 Number:

Compliance with [RSMo 170.012](#) and the University of Central Missouri procedures adopted in December 1989 requires that international students applying for teaching assistantships meet certain criteria. The criteria include residence requirements, minimum test scores relating to assignments, procedures for conducting and evaluating a teaching demonstration, and a requirement for attending a cultural/academic orientation.

Please complete, sign, and return this form along with the Hiring Proposal attachment into NEOED.

1. Type of Assistantship (Check Appropriate Category):

Teaching Assignment with full classroom responsibility. **(Continue to item 2).**

Other assignments (STOP. This form is now complete. Please upload it into NEOED during the hiring process).

2. Did this student receive his/her primary and secondary education in a nation or territory in which English is the primary language? (Contact the English Language Center for assistance in answering this question.)

Yes What Country?

(STOP. This form is now complete. Please upload it into NEOED during the hiring process).

No. If no, has this student completed at least one term of enrollment in a public institution of higher education in the state of Missouri?

No (STOP. Student is NOT eligible for a teaching assistantship in their first semester at UCM)

Yes If yes, SPEAK score is required. A minimum score of 50 is required. Please obtain a copy of the SPEAK score from the English Language Center. **(Continue to item 3).**

3. Has the student successfully completed a teaching demonstration?

Yes Provide the date of the demonstration

No (STOP. The student is not eligible for teaching assistantships).

Please note: Before beginning a teaching assistantship, the student must participate in the cultural orientation provided by the International Student Services Office.

Signature of Department Chair

Date

For questions, contact the Graduate Studies Office (660) 543-4729 or gradstudies@ucmo.edu