

# APPLICATION FOR GRADUATE ASSISTANTSHIP

New Mexico Highlands University  
Las Vegas, NM 87701

## GRADUATE PROGRAM/ACADEMIC UNIT:

NAME: \_\_\_\_\_ SOCIAL SECURITY NO: \_\_\_\_\_ MAILING  
ADDRESS: \_\_\_\_\_ TELEPHONE NO:  
\_\_\_\_\_ SEMESTER/YEAR: FALL 20\_\_\_\_ SP 20\_\_\_\_

Please mail your application and supporting documentation to the faculty in the discipline/graduate program you were admitted to.

On a separate sheet, please provide the required information for all the criteria categories specified below. The selection is based on the assessment of the information provided.

### ACADEMIC/EMPLOYMENT RECORD

- Include a copy(ies) of the transcript(s) and a statement of educational goals/objectives submitted with your application to graduate school. Three letters of recommendation from professors, employers, etc., are required.
- \_\_\_\_ I have received my bachelor's degree and have been accepted to the graduate program in \_\_\_\_\_.
- \_\_\_\_ I expect to receive my bachelor's degree in \_\_\_\_\_ (date) from \_\_\_\_\_ and am in the process of applying to the graduate program in \_\_\_\_\_.
- Indicate previous employment (on- or off-campus). A copy of your resume, listing this information, will satisfy this requirement.

### NEED FOR A GRADUATE ASSISTANTSHIP

- Provide a brief explanation indicating the reason(s) why you need this assistantship assignment.

### COMMITMENT AND CONTRIBUTION TO THE PROGRAM/ACADEMIC UNIT

- State how you can make a contribution to the Program and the Academic Unit.

### LETTERS OF RECOMMENDATION (three required)

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For Office Use Only

### REMARKS:

Grad Prog Coord/Dept Chair: \_\_\_\_\_ Recommendation: \_\_\_\_Yes \_\_\_\_No  
(Date)

Approval: College/School Dean: \_\_\_\_\_ Recommendation: \_\_\_\_Yes \_\_\_\_No  
(Date)