

Please submit this application form to your academic unit/department.

Application for Employment
CUPE Local 2419 collective agreement

Position: **Graduate Teaching Assistantship (GTA)** from the Faculty of Graduate Studies and Research
120 hours per semester,

Note: This application form is used primarily for the GTA. Students who are interested in a **Graduate Teaching Fellowship (GTF)** must first apply for the GTA on this form and indicate their interest in the appropriate box below. The difference in salary between the GTA and the GTF is paid by the Academic Unit.

For complete details on qualifications, conditions, and the application process, refer to the Terms of Reference for the Graduate Teaching Assistantship (GTA) at <https://www.uregina.ca/graduate-studies-research/scholarships/index.html>.

☐ **Doctoral** ☐ **Master's** **U of R Student #** _____

Semester you are applying for:

☐ Fall - Year: _____ ☐ Winter - Year: _____ ☐ Spring/Summer- Year: _____

Check one: Canadian Citizen ☐ Permanent Resident ☐ Temporary Resident (study permit) ☐

Last Name: _____		First Name: _____	
Mailing Address <i>during</i> your program: _____		Phone (Home) _____	
_____		Phone (Work) _____	
City _____	Prov _____	Postal Code _____	
Email Address (notification will be sent here): _____			
Name of Supervisor _____		Academic Unit/Department _____	

Please check, if applicable:

- ☐ I hold another CUPE Job on campus. If checked how many hours per week at your other position? _____
- ☐ I am also applying for a Departmental Teaching Assistantship Position for this semester.
- ☐ I have held a Teaching Assistant position previously. *Complete table on page 2.*
- ☐ I am interested in a Teaching Assistant position in a specific class. *Complete table on page 2.*
- ☐ I would like to be considered for a Graduate Teaching Fellowship (GTF)
- ☐ I have completed the GTEC course through the CTL Centre

I have read the Terms of Reference for this position and am eligible to apply. I am aware that students' personal information is collected on this application for the purposes of administration of this position and do consent to the use and the disclosure of my personal information as described above.



Signature: _____

Date: _____

Student Name _____ U of R Student Number _____

Supervisor's Name _____ Academic Unit/Department _____

Previous Teaching Assistant experience:

Course	Nature of Work (marking, labs, seminars)	Semester (i.e. 201110)

If you have a preference list: name of class, nature of work, or name of professor you would like to work with.

1	
2	
3	
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Documents to be included with this application form:

- ☐ Unofficial Transcript or a University of Regina advising report **by term** (contact your Academic Unit for the Advising Report)

Documents to be submitted at time of Acceptance of the Position (or as requested by the Academic Unit)

- ☐ Social Insurance Number (SIN) or Temporary Tax Number (TTN) – If you have never been paid through the University of Regina – submit to your academic unit (required to be paid). Information on how to apply for a Social Insurance number or Temporary Tax Number (for students on a Study Permit) is available on the Human Resources website: <https://www.uregina.ca/hr/students/employment/apply-for-sin.html>. The employment contract should be completed by your academic unit/department on their letterhead.
- ☐ Students who have never been paid through the University of Regina are to check the Human Resources website (<https://www.uregina.ca/hr/students/employment/forms.html>) and fill out a TD1, TD1 SK and an Authorization for Direct Deposit and Union Dues Deduction Authorization – CUPE 2419 (required to be paid).

For Use by the Academic Unit/Department Office (if needed)



	Credit Hours Completed	Offered Yes/No	Semester
	Current Credit Hours Registered		
	CGPA		