

# Application for English 101L Studio

## Undergraduate Teaching Assistant Positions

Undergraduate Teaching Assistants (UTAs) in the English 101L Writing Studio typically work 2 - 4 hours per week. Primary responsibilities are to attend studio sessions, assist students in the Writing Studio with their work throughout the writing process, collaborate with instructors, and participate in the scheduled training events with other UTAs. Additionally, instructors may include UTAs in other instructional activities, such as sharing a lesson. Under no circumstance would a UTA ever assist with grading or be exposed to grades.

All eligible candidates must have completed English 102 by the start of the semester in which they would begin working in the Writing Studio. A cumulative GPA of 3.0 is recommended for applicants. **UTAs must be full-time students in order to work for pay in the English 101L Studio.**

For work in the fall semester, submit this application by **April 12<sup>th</sup>**; for work in the spring, submit it by **November 12<sup>th</sup>**. Turn in completed applications to Dr. Hilb by emailing Benjamin.hilb@fmarion.edu, dropping them off at his office (FH 149), or leaving them in his campus mailbox in the English Department Office (FH 155).

Today's Date \_\_\_\_\_

Name: \_\_\_\_\_  
(last) (first) (middle initial)

Local Address: \_\_\_\_\_

Permanent Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone #: \_\_\_\_\_ Email Address (the one you check regularly): \_\_\_\_\_

Classification (circle one):      Sophomore              Junior              Senior

GPA: \_\_\_\_\_/4.0              Expected Graduation Date: \_\_\_\_\_

If you are not hired for next semester, would you like to be considered for future semesters? \_\_\_\_ Yes \_\_\_\_ No

**Why do you want to work with student writers in the English 101L Writing Studio?** Please write a few sentences explaining the strengths you offer and what you hope to get out of this experience.

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**Do you have previous experience with academic tutoring and/or peer review?** Please describe any experience that you may have in a few sentences.

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**HAVE YOU ALREADY WORKED IN THE ENGLISH 101L STUDIO?**  
**SKIP TO THE SECTION BELOW THE DOTTED LINE.**

**Academic References:** List two FMU faculty members who can discuss your academic abilities.

Name: \_\_\_\_\_ Department: \_\_\_\_\_

Name: \_\_\_\_\_ Department: \_\_\_\_\_

**Writing Skills References:** List the FMU professors from whom you have taken the following courses. If you did not take a certain course at FMU, indicate where you took that course.

English 101: \_\_\_\_\_

English 102: \_\_\_\_\_

Have you taken any other English/writing courses? If so, list the course(s) and professor(s).

\_\_\_\_\_

☆ Please attach a copy of a recent paper that illustrates your abilities as a writer. The best submissions integrate sources and citations.

Indicate the number of studios you would prefer to work.

\_\_\_\_\_ 1 studio      \_\_\_\_\_ 2 studios      \_\_\_\_\_ 3 studios (only experienced UTAs are assigned three)

How would you like to work?

\_\_\_\_\_ Online      \_\_\_\_\_ Face-to-Face      \_\_\_\_\_ Online and/or Face-to-Face

**Studio Times**

Indicate **BOTH** (a) all studio times you can work and (b) your preferred times, ranked in order of preference beginning with #1. Remember to check your course schedule to make sure you will be available. Note: There may *not* be Studios scheduled for all possible times listed below.

\_\_\_\_\_ 8:30-9:20 MW  
\_\_\_\_\_ 9:30-10:20 MW  
\_\_\_\_\_ 10:30-11:20 MW  
\_\_\_\_\_ 11:30-12:20 MW  
\_\_\_\_\_ 12:30-1:20 MW  
\_\_\_\_\_ 1:30-2:20 MW  
\_\_\_\_\_ 2:30-3:20 MW

\_\_\_\_\_ 8:55-9:45 T/Th  
\_\_\_\_\_ 9:55-10:45 T/Th  
\_\_\_\_\_ 11:20-12:10 T/Th  
\_\_\_\_\_ 12:45-1:35 T/Th



**NOTE:** All new UTAs must attend an orientation, which is usually on the Monday before most classes begin.

***FMU Non-Discrimination Policy***

Francis Marion University follows all federal and state laws banning discrimination in public institutions of higher learning. Francis Marion adheres to all Title IX policies, and does not discriminate on the basis of race, color, sex, religion, ethnicity, national origin, age, sexual orientation, gender identity, veteran status or any other protected category under applicable local, state, or federal law. General questions regarding Title IX can be directed to the Office of Civil Rights ([www.ed.gov/ocr](http://www.ed.gov/ocr)). Specific questions may be referred to the University's Title IX Coordinator ([titleixcoordinator@fmarion.edu](mailto:titleixcoordinator@fmarion.edu))