

NEAR EASTERN STUDIES

APPLICATION FOR A GRADUATE STUDENT INSTRUCTOR POSITION

HIRING POLICY

General Notes

Priority consideration for GSI positions within the Department of Near Eastern Studies is given to applicants enrolled in the Ph.D. Program in Near Eastern Studies who have funding commitments and who are also in good standing in the Program. Please note that the vast majority of positions are offered to Near Eastern Studies students due to departmental funding commitments made at the time of admission.

All offers of employment are made in writing and are signed by the Department Chair. No discussions or conversations regarding employment should be misinterpreted as offers of employment. The duration of a GSI appointment is for one term only.

Qualifications

1. Degree of language proficiency for language courses (candidate must be a good model for students)
2. Serious career interest in language teaching
3. Previous background in Near Eastern Studies languages and culture

Considerations

1. Professional training
2. Financial need

International GSI

All international graduate students in LS&A are *required* to attend the three-week summer teaching workshops offered by the English Language Institute and the Center for Research on Learning and Teaching prior to their first GSI appointment. These workshops are offered in May for international graduate students who have been at the University during the preceding year. A later session is held in late July and August for those international graduate students who are new to the University.

Please note also that international GSIs must have a visa valid for student employment (example F1). Students on an F2 visa are **not** eligible to be hired as GSIs.

Priorities

1. NES students
2. Students in other related units
3. Students from other Departments, Schools, or Colleges

Application procedures/requirements: *Submit the following to the NES Office by the deadline*

1. Complete NES GSI application form
2. Attach Statement of Academic Progress (no more than 2 pages)
3. Attach CV
4. Attach 2 letters of recommendation (1 from advisor, 1 from professors with whom you have taken classes)
5. Attach current unofficial transcript
6. Attach previous course evaluations

Due date for applications for GSI positions

November 6, 2009

Review of applications will begin on the due date and will continue until the positions are filled. Applications received after the due date will be considered only if the Language Professor/ NES Director of Graduate Studies (DGS) is still seeking applicants.

Procedures

- The GSI allocation is sent by the LS&A Dean's Office to the Department
- The Language Professor/NES DGS decides if total resources are adequate and makes request for additional resources if necessary
- Applications are submitted by interested students to NES office
- Faculty Instructor/NES DGS reviews the applications on file and makes recommendations to the Chair. (The DGS will consult with other faculty in the division, but has the right to make the final decision on all recommendations. Some professors may require an interview and/or class simulation as part of the application process.)
- Chair/NES DGS reviews the recommendations and issues letters of offer.

10/24/2009

NEAR EASTERN STUDIES **APPLICATION FORM**

Full Name: _____

Date: _____

Applying for a position in:

For the following term:

- ACABS courses (Anc. Civ & Bib. Studies)
- AAPTIS courses (Arabic, Armen., Persian, Turkish & Islamic)
- HJCS courses (Hebrew & Jewish Cul. Studies)
- Other (specify) _____

- Fall 20 _____
- Winter 20 _____
- Spring 20 _____
- Summer 20 _____

Preferred fraction: _____

Courses applied for in order of preference: _____

Personal Information

Local address: _____

Student ID number/ U.S. Social Security number: _____

E-mail address: _____ Telephone (home): _____

International Students: Please indicate current visa status: Visa: _____ Expiration Date: _____

Support History

A. How many terms of financial support¹ have you received to date from any unit of the College of LS&A? (Include the term in which you are completing this application.) Please describe the support for each of these terms, including appointment fraction (if any):

Term/ Year	Dept.	Description	Appt./ Fraction	Term/ Year	Dept.	Description	Appt./ Fraction

¹ "Support" is defined as a Graduate Student Instructor Appointment, Regents Fellowship Support, and any other General Fund support managed by the College of LS&A, including FLAS fellowships. If you are unsure whether support came from "General Funds" and/or from LS&A, note the term and fraction on your application and mark the entry with an asterisk *.

B. Are you applying for, or have you received assurance of any GSI appointment, fellowship support, or employment other than that for which you are applying here? If so, please provide details:

Educational Background

Field of Specialization: _____

Subfield of Intensive Study: _____

Degree Status: ___ Master ___ Pre-Candidate ___ Ph.D.

Do you have a petition for a change of status pending? ___ Yes ___ No

Previous Education: List, in chronological order, all colleges and universities attended, including this Graduate School:

Institution	Major Field	Dates of Attendance	Degree
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

List major academic recognitions, honors, fellowships, memberships, professional papers, presentations, etc.

Language Background

If you wish to be considered for a language teaching position, please provide the following information for the relevant language(s):

How did you learn this language? _____

Please describe any formal study of this language you have had: _____

Teaching Training

Please complete the following information:

I have attended the required ELI/CRLT training for international graduate students. Date attended _____

I plan to attend the required ELI/CRLT training for international graduate students. Date planned _____

I am not required to attend the ELI/CRLT training. *(All Graduate Students are advised that CRLT courses are excellent training for GSI positions and for future professional responsibilities. Please take a look at their many offerings to see which ones may be of interest to you.)*

(International Students only) I have taken the ELI IGSI English exam (different than the AEE) and passed with a score of _____

Teaching Experience

Please list and summarize any previous teaching experience (including language teaching, if relevant):

<i>Date</i>	<i>Institution/Department</i>	<i>Describe</i>
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Other Information

Why do you wish to be considered for a Graduate Student Instructor position in the Department of Near Eastern Studies?

Please add any other pertinent information not covered above:

Signature Line

The answers on this document and its attachments are true to the best of my knowledge. All information provided by me is important, and the University of Michigan will rely on this information in offering me an appointment. I understand that this information may be verified by the University and that any misrepresentation of fact is a violation of College policy, which may lead to the termination of my appointment and/or other sanctions.

Signature _____

Date: _____