

**Faculty of Humanities**

**Application to become a Teaching Assistant 2018-19**

|  |  |
| --- | --- |
| Name (Family Name) |  |
| First Name(s) |  |
| Title |  |
| Date of Birth |  |
| Staff/Student ID number |  |
| Nationality (as noted on your passport) |  |
| If you are from outside the EEA do you have  a work permit? | YES NO |
| If no please be aware you will require a work permit before being set up on the HR/Payroll system. | |
| Are you a native English speaker? | YES NO |
| If no, please indicate the date you took the English Language proficiency Test at  University Language Centre and score | Date: Score: |
| Disability: Please give details of any reasonable adjustments you would like us to consider in order to accommodate any disability or medical condition |  |
| Please be aware that together with other applicants Schools will guarantee an interview and/or a  place in the pool to anyone with a disability who meets the essential criteria for the job. This does not however guarantee a job. | |
| Your contact details | Address: |
| Telephone: |
| e-mail: |

**Section A – Your Information**

**Section B – Subject Area**

|  |  |
| --- | --- |
| Your current subject area and division |  |
| Which degree programme are you studying on? |  |

|  |  |  |
| --- | --- | --- |
| Title of Thesis? |  | |
| Name of supervisor |  | |
| Has your supervisor agreed to this  application? | YES | NO |
| If yes please attach evidence i.e. email from  Supervisor OR have them sign here | Supervisor Signature: | |
| If no, please provide details | Name:  Email: | |
| Year of first registration? |  | |
| Mode of Attendance: | FT | PT |
| Estimated date of completion: |  | |
| How many full-time or part-time semesters have you completed? | FT: | |
| PT: | |

**Section C: Teaching Experience**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Are you in receipt of a bursary linked to | | |  |  | YES NO |  |
|  | teaching |  | | |  | | |
|  | If yes, please specify which | |  | |
|  | | | | |
| Prior Training (please give details of your  undergraduate degree) | | | | | College/University: | | |
| Title of qualification: | | |
| Year awarded: | | |
| Qualification:  (i.e. 2:1, 2:2 or country equivalent) | | |
| Do you hold a teaching certificate from another institute? | | | | | YES NO | | |
| If Yes please specify | | | | | Institute: | | |
| Qualification: | | |
| Dates: | | |
| Plus: key areas of expertise  (in the event of currently unlisted new courses) OR Subject Area/Discipline & Course Units you would like to teach in: (Please be aware that certain programmes/course units may not use TAs and it is advised that you liaise | | | | | 1. | | |
| 2. | | |
| 3. | | |

with the School TA Co-ordinator) 4.

# Section D: Additional Information

Please be aware that each School/Discipline may have local rules relating to the use of TAs at any

given Level and therefore you need to check with the relevant TA co-ordinator prior to submitting your application.

|  |  |
| --- | --- |
| Availability in following year | Semester 1  Semester 2 Both |
| No. of hours you would like to teach (please be aware the maximum is 180 in an academic year) |  |
| Type of work (please indicate which you are interested in taking part in) | Lab Work  Fieldwork Tutorials Seminars Marking |
| CV:  **Alternatively attach a CV to the application** | |

Please submit this application and any additional information to [law.ta@manchester.ac.uk](mailto:law.ta@manchester.ac.uk) by 10th December 2018