

DEPARTMENT OF OCEAN AND RESOURCES ENGINEERING
 University of Hawaii at Manoa
 2540 Dole Street, Holmes Hall 402
 Honolulu, HI 96822

GRADUATE ASSISTANTSHIP APPLICATION

To qualify for an appointment as a graduate assistant, you must have a satisfactory record, an adequate undergraduate background in your major field and, in the case of foreign students, evidence of a high level of English proficiency. All applicants for graduate assistantships must be admitted as potential graduate degree candidates in order to be considered for appointments. Appointees must carry at least 6 credit hours each semester and maintain at least a B (3.0) average.

Submit this application directly to the Chair, Department of Ocean and Resources Engineering no later than March 1st. Attached to this application is the recommendation form (3 letters are required).

Mr. _____ SS# _____
 Mrs. _____
 Miss _____ (Last Name) (First Name) (Middle or Maiden Name)

Citizenship _____ Number of Years of Graduate Study at UHM _____

Graduate Area of Study _____ Candidate for _____ Degree

Current Mailing Address _____ Until _____

Permanent Mailing Address _____

Institutions of Higher Learning and Attending Presently (Continue on back if necessary)

INSTITUTION	DEGREE	DATES	MAJOR	MINOR

List any special skills you have or research you have done which would be appropriate for this position.

Do you intend to go to graduate school even if you do not receive an assistantship? Yes ____ No ____

The members of the Council of Graduate Schools in the United States have joined in approving the following resolution:

“Acceptance of an offer of financial aid (such as graduate scholarship, fellowship, traineeship, or assistantship) for the next academic year by an actual or prospective graduate student completes an agreement which both student and graduate school expect to honor. In those instances in which the student accepts the offer before April 15 and subsequently desires to withdraw, the student may submit in writing a resignation of the appointment at any time through April 15. However, an acceptance given or left in force after April 15 commits the student not to accept another offer without first obtaining a written release from the institution to which a commitment has been made. Similarly, an offer by an institution after April 15 is conditional on presentation by the student of the written release from any previously accepted offer.”

Signature _____ Date _____

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GRADUATE ASSISTANTSHIP RECOMMENDATION

To Applicant: Type or print the information requested below, check the appropriate box for authorization and waiver, and give this form to the person supplying the recommendation.

Name of Applicant _____ Degree Sought _____

Department _____ Address _____ Zip Code _____

Type of Assistantship Sought (Teaching, Research, etc.) _____

Name of Person Providing Recommendation _____

Title _____ Organization Affiliation _____

____ I hereby waive any and all rights of access to confidential letters pertaining to this application. I understand that the completed form will be held in confidence from me and the public by the University of Hawaii at Manoa.

____ I DO NOT waive my right of access to this recommendation but I authorize the referee to provide a candid evaluation and all relevant information to the University of Hawaii at Manoa.

Date _____ Applicant's Signature _____

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 To Writers of Letters of Recommendation:

The information you are asked to provide will be utilized to help in the selection process of Graduate Assistants. We are particularly interested in your opinions of the applicant's ability to carry on advanced study and research, his/her likelihood of reaching the end of the program for which he/she is applying, and his/her probable capability of pursuing a successful career in his/her field. We are also interested in impressions you may have regarding this candidate's potential ability as a teaching assistant.

Please use additional sheets as necessary. Mail completed form directly to the address above.

APPLICANTS ACHIEVEMENTS AND CHARACTERISTICS	EXCELLENT	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	UNABLE TO JUDGE
Degree of mastery of fundamental knowledge in his/her general field					
Level of competence in speech and writing					
Self-reliance and independence					
Maturity					
Growth during total period of observation					

Signature _____

Date _____