

Application for Underrepresented

Graduate Assistantship

Western Illinois University

Application packets should be submitted to the Office of the Provost and Academic Vice President, 1 University Circle, Sherman Hall 211, Macomb, Illinois 61455. Graduate assistantships are academic merit-based award programs which provide students with work opportunities in a job closely related to the academic field of study. Students with graduate assistantships will receive a stipend and a waiver of tuition. Assistantship applications received prior to MARCH 15 (for the fall semester) may be given priority consideration. Assistantships are available only to graduate students who have been accepted into degree programs. Probationary students are not eligible to hold graduate assistantships.

Full name (Last, First, M.I.):

WIU ID No: _____ Sex: ___ Male ___ Female

Permanent address: _____

Phone: _____ Email address: _____

Mailing address: _____

Phone: _____ Address effective from: _____ to: _____

Major Field of study: _____ Area of emphasis: _____

Applying for the assistantship beginning: Fall: ___ Spring: ___ Summer: ___

Response to the following will assist efforts to ensure race/ethnicity compliance reporting and will not affect admission or assistantship opportunities.

Select one or more as appropriate:

American Indian or Alaskan Native
Latino

Asian
Pacific Islander

Black or African American
White

Underrepresented Assistantship Application Process and Instructions

Attach the following documents: **1) a statement of your personal goals** and **2) a statement of underrepresented status.** The statement of your personal goals should be a 1- to 2- page document that indicates how your goals correspond with your graduate studies and how they relate to your future professional objectives. Include information about experiences or skills which may be relevant to your application, your expectations of the graduate degree program at Western Illinois University, and the reasons for your interest in an assistantship.

The statement of your underrepresented status should be a 1- to 2- page document that must include: (1) identification of your underrepresented group, (2) a description of how your underrepresented status has influenced personal and academic development, and (3) why you should be awarded an assistantship designated specifically for underrepresented groups in higher education.

The Underrepresented Graduate Assistantship program provides opportunities for members of traditionally underrepresented groups to pursue and complete graduate degrees at Western Illinois University. “Traditionally underrepresented minority group” means any of the minority groups which are represented in Illinois post-baccalaureate enrollment at a percentage rate less than the percentage of the minority group’s representation in the total Illinois population.

Three letters of recommendation are required for the assistantship, but are **not necessarily in addition to recommendations required for admission to the academic program**. Please check with your academic department for specific recommendation letter formats.

Please list below the names and email addresses or phone numbers of the three persons of whom you have requested letters of recommendation. Each should be well acquainted with your educational background, intellectual abilities, and personal character.

- 1. _____
- 2. _____
- 3. _____

NOTICE: Public Law 93-380, the Family Education Rights and Privacy Act of 1974, grants all students the right to inspect and review all of their official educational records. This right extends to letters of recommendation written on/after January 1, 1975, except that students may waive their right to inspect and review letters of recommendation by signing a waiver. If you wish to waive your right to access letters of recommendation, please sign below.

WAIVER FORM: I, the undersigned, hereby waive the right to inspect or challenge the content and comments in my letters of recommendation provided by Public Law 93-380. I expect that the observations made shall remain between the writer and the entities to which my application materials may be sent.

Date: _____ Applicant’s Signature: _____

Some departments may require additional information such as a personal interview, audition, or portfolio. Please correspond directly with the department concerning additional requirements.

Assistantships are awarded only for the time period specified by the contract. An extension or renewal is not guaranteed. Students may reapply to the appropriate department.

Western Illinois University is an Affirmative Action and Equal Opportunity employer with a strong commitment to diversity. In that spirit, we are particularly interested in receiving applications from a broad spectrum of people, including, but not limited to, minorities, women, and individuals with disabilities. WIU has a non-discrimination policy that includes sex, race, color, sexual orientation, gender identity and gender expression, religion, age, marital status, national origin, disability, and veteran status.