

**\* Aero/Astro Course Assistantship – 2013-14 – Application Form \***

Submit completed form and an (unofficial) Stanford transcript to Aero/Astro Student Services.

NAME: \_\_\_\_\_ ID: \_\_\_\_\_

Email: \_\_\_\_\_

	Fall 2013-14	Winter 2013-14	Spring 2013-14
CA requested? (circle one, each qtr)	Yes / No	Yes / No	Yes / No
Other funding?			
CA assignment (for office use only)			

**Yes / No** Are you an international student? If yes: EFS TA-OK date: \_\_\_\_\_

**Department:** \_\_\_\_\_ **Degree:** MS    ENG    PHD

**Field:** \_\_\_\_\_ **Advisor:** \_\_\_\_\_ **Current GPA:** \_\_\_\_\_

**Stanford AA-MS** (choose one):

Month/year awarded: \_\_\_\_\_ Expected: \_\_\_\_\_ not Stanford AA-MS: \_\_\_\_\_

**AA Quals** (choose one):

Month/year passed: \_\_\_\_\_ Taking: \_\_\_\_\_ not planning AA-PhD: \_\_\_\_\_

**Comments:**

To assist in future payroll processing:

**Yes / No** Have you ever received paychecks from Stanford (twice monthly)?

If yes: from what dept? \_\_\_\_\_

If no: 1) There is “new hire” paperwork for new employees (tax data form, I-9, etc.)

2) A SOCIAL SECURITY NUMBER is required for employment – if you do not have one, contact the Bechtel International Center for information about how/where to apply.

**\* Aero/Astro Course Assistantship – 2013-14 - Information \***

Course assistantships for Aero/Astro courses, and for Engineering courses taught by Aero/Astro faculty, are assigned through the Aero/Astro Student Services Office. Preference is given to Aero/Astro students, particularly to those in their first year of PhD study (typically, their “quals” year). In general, only students who have recently taken and excelled in a course are eligible to assist in it.

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To apply, please complete the **Aero/Astro Course Assistantship - 2013-14 - Application Form** (see reverse) and attach a copy of your (unofficial) Stanford transcript. Submit the form to Aero/Astro Student Services, Durand Bldg., Room 250.

Deadline for consideration in “first round” CA offers is Friday, June 7, 2013.

*Initial offers will be announced approximately one month prior to the start of each quarter.* Additional offers will be made if a student turns down a CA offer, or if more courses are authorized for CA support. For this purpose, your initial application is kept on file all year. New applicants may apply after the June 7 deadline, however, consideration for a specific quarter is not guaranteed.

\* Please notify AA Student Services immediately if your plans or funding change and you wish to WITHDRAW from consideration for CA positions.\*

**All International students** need a special teaching-related language clearance (a “TA-OK”) from the English for Foreign Students department. Please obtain this clearance before