University of Missouri-Kansas City
Henry W. Bloch School of Management

GRADUATE TEACHING OR GRADUATE RESEARCH ASSISTANTSHIP APPLICATION FORM

Each department of the Bloch School offers a limited number of Graduate Teaching and Research Assistantships each year. Graduate Teaching and Research Assistantship (GTA/GRA) positions are highly competitive, and applications are reviewed year-round. Stipends, fee remissions and salaries vary by department and semester. Note that full-time enrollment for students holding GTA or GRA appointments is six (6) hours in a regular semester or three (3) hours in a summer session. GTA/GRA appointees cannot be employed more than 20 hours per week at the university without receiving special permission. Appointments are renewable annually; however, a new application packet must be submitted each year.

*Only **COMPLETED** application packets will be considered*. Your packet must include:

- ❑ GTA/GRA Application Form
- ❑ Current resume
- ❑ A minimum of three (3) letters of recommendation

Date: _____ Student Number:_____

Beginning Date:_____ Anticipated Graduation Date:_____

Name: _____

Permanent Address: _____

_____ Phone:_____

Local Address (if different from above): _____

_____ Phone: _____

Email: _____

1. You are a candidate for what degree?

_____**Master of Business Administration**

_____Entrepreneurship
_____Finance
_____General Management
_____International Business
_____Ldrship. & Change/Human Syst.
_____Management Info. Systems
_____Marketing
_____Operations Management

_____**Master of Public Administration**

_____Health Services Admin.
_____Nonprofit Management
_____Urban Administration
_____Other/General_____

_____**Master of Science-Accounting**

_____General
_____Accounting/Auditing
_____Taxation

_____**Master of Science in Finance**

2. State the particular field of study or research in which you are interested, and/or the faculty member with whom you would like to work (if known):

_____

_____

3. List all colleges and universities you attended as an undergraduate student, the periods of attendance at each, the degree(s) received, the years conferred, and your area(s) of study.

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_____

4. Have you previously done graduate work at another institution? If yes, please list below:

_____

_____

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_____

5. Have you previously held a scholarship, fellowship, trainee/internship, or assistantship in this or another institution? If yes, please describe below (which, where and when):

_____

_____

_____

6. Please indicate your level of reading and speaking knowledge in foreign languages:

_____

_____

_____

7. If you have specialized technical/computer skills, please specify below:

_____

_____

8. Discuss your academic objectives. Be specific about the field in which you intend to study, contemplated research, and ultimate professional plans. Analyze your capabilities and potentials for appointment for a GTA/GRA position. Include any published articles or books, professional presentations, etc. as appropriate.

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_____ _____

Applicant's Signature Date

An application for graduate study must be submitted to the UMKC Office of Admissions (120 Administrative Center) or International Student Affairs Office (5235 Rockhill Road) at the same time or prior to submitting this form. Appointment of an assistantship is contingent upon admission to graduate study. For admissions information and application materials, visit http://www.umkc.edu/admissions.

Please submit your completed application packet to the appropriate department for processing:

MBA:
Ms. Susan Mott
Room 334 Bloch School
(816) 235-2896
motts@umkc.edu

MPA:
Ms. Barbara Domke
Room 305 Bloch School
(816) 235-2894
domkeb@umkc.edu

MSA and MSF:
Ms. Arden Phillips
Room 334 Bloch School
(816) 235-2218
phillipsar@umkc.edu

or

Ms. Arden Phillips
Room 334 Bloch School
(816) 235-2218
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