



SCHOOL OF BUSINESS

Is calling for applications for

Master of Business Administration

GRADUATE ASSISTANTSHIP

Applications may be obtained from Diane Thompson in the Barrette Business and Community Center.

The deadline for submitting applications is May 1, 2010.

The job description and duties are outlined below:

Graduate Studies: Guidelines for Graduate Assistantships
Graduate Assistant will work out of Barrette Center.

Grad. Assistants: Receive \$600 per month for 10 months,
August through May (June and July off).
Each graduate assistant may be eligible for
Institutional Scholarships.
Will work 20 hours a week for assistantships.
4 course tuition remission

Duties:

1. Some office work:
Copying, filing, telephone, give directions
and information.
2. Test related duties for undergraduate classes.
3. Library research for professors.
4. Duties as assigned by G.A.'s department.



**Walsh University
School of Business**

APPLICATION FOR GRADUATE ASSISTANTSHIP

Name _____
Last First Initial Maiden

Address _____
Street _____
City State Zip Code

Social Security Number _____ Telephone () _____

Certificate or License (if any) (type and/or grade level)

Previous college attended _____

City and State _____

Dates attended _____

Degree awarded _____

Academic major _____

Cumulative quality point average _____

Are you currently employed? Yes _____ No _____ Number of hours per week _____

If yes, give name and address of employer: _____

Which program assistantship are you applying for? _____

Date: _____ Signature _____

Return this form to: Walsh University, Business Division MBA Program, Attention: Diane Thompson,
Administrative Assistant, 330.490.7386 **Be sure to attach a current resume to your application.*