



Date: _____

APPLICATION FOR WRITING CENTER CONSULTANT POSITION

Name: _____

Present Address: _____ Zip Code _____

Telephone: _____ Cell phone: _____

IPFW and/or primary email address and other address/es used: _____

Class standing (sophomore, junior, senior, grad) or degree and teaching rank _____

Academic major/s and minor/s _____

Undergraduate and graduate writing and writing-intensive courses completed, instructors' names, and grades earned:

Course (Department, Number, and Title)	Instructor	Grade
1.		
2.		
3.		
4.		
5.		

Other related work, training, experience, honors, and/or awards (attach list or document on reverse side, please). Please be specific about any technical skills.

Will you be able to take ENG W397/C507 in Spring 2009? (*Required for all Writing Center Consultants.*) _____

Number of hours you would like to work in the Writing Center (between 4 and 8):

Spring 2009 _____ Fall 2009 _____

Return this completed application with:

1. A statement of intent (approximately 500 words) explaining
 - a. why you would like to consult in the Writing Center and
 - b. why you believe you would perform well as a writing consultant;
2. Two letters of recommendation (sent as hard copy or e-mail) from college faculty familiar with your writing;
 - a. Please list faculty members from whom we may expect letters of recommendation:
 1. _____
 2. _____
3. Copies of two substantial academic papers that you have written and, if possible, the assignments for the papers. We strongly encourage you to submit copies of graded papers with faculty comments.

Submit completed applications to Mary Arnold Schwartz, Writing Center Coordinator, in KT G19. Contact Mary Arnold Schwartz, schwartm@ipfw.edu or 481-6893, or Andrew Johnson, Grad Aide/Assistant Coordinator, johnan04@ipfw.edu or 481-0257, with any questions.