

OVPAA Form 13.2
UP Teaching Assistantship (Teaching Fellows and Teaching Associates) Program
 Application Form

Type of Teaching Assistantship: <input type="checkbox"/> Teaching Fellow <input type="checkbox"/> Teaching Associate				
1. Personal Information				
Last Name				
First Name				
Middle Name				
Birth Date		Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		Civil Status <input type="checkbox"/> Single <input type="checkbox"/> Married
Home Address				
Contact Information				
Email address		Tel. no.		Mobile no.
2. Academic Record				
Constituent University			College	
Department/Institute				
Degree	Program	Dept/College/CU	Semester and year graduated	Expected date of graduation
Baccalaureate				
Master's				
PhD				
3. Teaching Assistantship Information				
Host/affiliate unit/department/institute				
Postgraduate degree program and major				
Start date of TA/TF stint: teaching and postgraduate studies				
3. Attachments: Please check boxes if required documents are attached.				
<input type="checkbox"/> Annex 1: Transcript of Records, or Certified True Copy of Grades up to the previous semester				
<input type="checkbox"/> Annex 2: Postgraduate Program of Study for those currently enrolled				
<input type="checkbox"/> Annex 3: Registration Form 5 for those currently enrolled				
<input type="checkbox"/> Annex 4: 750 words (minimum) -1000 words (maximum) essay in English on the applicant's career goals and interests in teaching, research and/or creative work				
<input type="checkbox"/> Annex 5: Recommendation letters for applicant based on past performance from 2 teachers/mentors endorsed by the unit head				
The following documents should be signed by the TA/TF applicant and the teachers/mentors/unit head:				
<input type="checkbox"/> Annex 6: Proposed courses to teach with specific tasks and duties				
<input type="checkbox"/> Annex 7: Proposed postgraduate program of study for baccalaureate graduates				
<input type="checkbox"/> Annex 8: Proposed plan for teaching enhancement and training				
<input type="checkbox"/> Annex 9: Proposed plan for research and creative work mentoring				

4. Applicant's Signature:

Name and Signature

Date

5. Endorsements:

Department Chair/Institute Director:

Dean:

Name and Signature/Date

Name and Signature/Date

Vice Chancellor for Academic Affairs:

Chancellor:

Name and Signature/Date

Name and Signature/Date

6. Recommending Approval:

7. Approved:

Maria Cynthia Rose Banzon Bautista
Vice President for Academic Affairs

Danilo L. Concepcion
President