

# Graduate Assistant Application

Gonzaga University Graduate School of Business

## Policies

- Students must **apply for assistantships EACH semester** (even current GAs)
- GAs cannot be awarded to students who are employed full time (32 or more hours/week)
- GAs must be registered for at least six credits in the fall and spring semesters
- GA positions may only be awarded to currently admitted students
- Applications for graduate assistantships should be **submitted with a current resume** by  
**July 1** for Fall                      **December 1** for Spring                      **April 1** for Summer
- All assistantships are subject to final approval from the Financial Aid Office
- Submit applications with current resumes to the Graduate School of Business Program Assistant, Tina Swannack, at [swannack@gonzaga.edu](mailto:swannack@gonzaga.edu)

## Student Information

Name \_\_\_\_\_ GU ID \_\_\_\_\_  
First Last or Surname

GU E-mail \_\_\_\_\_

I wish to be considered for an assistantship for the term below (**mark only one term**):

- Fall 20\_\_       Spring 20\_\_       Summer 20\_\_       Both sessions  
 Summer I only  
 Summer II only

Are you a Gonzaga employee?

- No       Yes, \_\_\_\_ hours

Do you receive tuition assistance from your employer?

- No       Yes       If yes, what percentage/amount? \_\_\_\_\_

Indicate your program and the number of credits you plan to take this term \_\_\_\_\_ credits

- MAcc       MSTax       MBA       MBA or MAcc or MSTax/JD

Indicate your preferred hours per week (Most GA positions are 6-8 hours per week)

- 1-5       5-10       10+

If you previously worked as a GA, please provide the faculty/staff member's name: \_\_\_\_\_

Indicate if you are interested in working with the faculty/staff member again:

- Yes       No (provide a short explanation) \_\_\_\_\_

# Skills and Experience

Rank your abilities and experience in the following areas/skills (1 = novice and 5 = expert):

1. For areas/skills where you have marked 4 or 5, briefly explain at the end of this application what experiences have contributed to your proficiency (school, work, etc.)
2. Also, indicate areas/skills where you have a specific interest to work.

Accounting	_____	Specific Interest	_____
Economics	_____	Specific Interest	_____
Entrepreneurship	_____	Specific Interest	_____
Finance	_____	Specific Interest	_____
Management/HR	_____	Specific Interest	_____
Marketing	_____	Specific Interest	_____
MIS	_____	Specific Interest	_____
Operations Management	_____	Specific Interest	_____
Statistics	_____	Specific Interest	_____
Access Database	_____	Specific Interest	_____
Administrative	_____	Specific Interest	_____
Adobe Creative Suite	_____	Specific Interest	_____
Excel	_____	Specific Interest	_____
Public Speaking	_____	Specific Interest	_____
Web Design	_____	Specific Interest	_____
Writing	_____	Specific Interest	_____

## Signature

I have read the graduate assistantship policies at the top of the application and agree to the terms.

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Signature

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Date

Additional Information

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