



## Application to become a Graduate Teaching Research Specialist (GTRS)

### Overview

The Department of Information Science offers a small number of teaching assistant positions (GTRS) for MPS students. In these positions, MPS students play a crucial role in supporting the instructor and the students in the class. The duties of an MPS TA may include covering discussion sections, grading assignments and exams, holding office hours, managing course logistics, and more.

GTRS positions only provide a stipend. Tuition and health insurance are not provided. The current GTRS stipend for a semester for AY 19-20 is \$6,804.54. The average work hours are 8 hours per week, with a maximum of 10 hours per week.

### Procedure

If you are interested in becoming a GTRS for a specific course, start by contacting the course instructor to learn about the specific GTRS duties and the dates you will be required to work, which may vary by class and/or instructor. Once you have discussed being a GTRS with an instructor, fill out this form and have the instructor sign it below (an email from the instructor requesting your hiring will work as well). Once completed, print and return to Barbara Woske in 110G Gates Hall at least 3 weeks before the beginning of the semester in which you would like to TA.

Barbara will discuss the GTRS hiring opportunity with the instructor, and after that, you will receive an email with the decision. Please note that positions are limited, and we cannot accommodate all requests. Also, you should not start working until you've been informed that you have been hired.

### Applicant Information

<b>Full Name</b>	<b>NET ID</b>	<b>Have you worked at Cornell before?</b>	
		<b>Yes</b>	<b>No</b>

<b>For which class are you applying to be a GTRS? (e.g. INFO 1300)</b>	<b>Semester</b>	<b>Instructor Name</b>
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### Signatures

**Instructor's Signature requesting GTRS hiring:**

**Date:**

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**Student's Signature:**

**Date:**

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