

Graduate Teaching Assistantship

Requirements

All Applicants

- Excellent proficiency in English.
- Successful completion of Curriculum and Teaching 820 (Teaching English as a Second Language) or the equivalent at another institution prior to the term for which an appointment is sought.
- Admission to a KU graduate program for the term in which an appointment is sought.

Applicants who are Non-Native Speakers of English

- Two years of successful study or teaching in a high school, college, or university in the United States prior to the term in which an appointment is sought.
- A TOEFL score of 630 or higher, with 62 or higher on each part score on the paper-based TOEFL. Or a score of 270 or higher, with 26 or higher on each part score on the computer-based TOEFL or with 26 or higher on each part score of the internet-based TOEFL, or all scores 8 or above on the IELTS. If the applicant has not taken the TOEFL, a passing score (170) on each section of the Applied English Center proficiency test is required.
- A score of 60 on the SPEAK.

Preference Will Be Given to Applicants Who:

- Are pursuing a degree in Applied Linguistics in the Department of Linguistics or a degree in Teaching English as a Second Language in the Department of Curriculum and Teaching.
- Have demonstrated good language teaching.
- Have had experience in interacting with people from other countries.
- (For continuing appointments) are engaged in studies or research related to TESOL and/or second language acquisition.

Teaching Assignments

- During the first term of appointment, a 50% appointment (teaching one course) is most common.
- The AEC offers courses in Reading/Writing/Grammar and Listening/Speaking/Grammar at the beginning, intermediate and advanced levels.
- A teaching appointment also entails attendance at meetings, participation in proficiency testing, placement, enrollment, and committee service.
- Appointments are for one semester or summer session, and may be renewed if performance is satisfactory and student enrollment permits.
- Successful applicants may be reappointed in subsequent semesters.

Application Procedures

1. Fill out and return the application form and have three references and up-to-date, original certified transcript(s) (in English) of your college/university work sent directly to the Applied English Center. Application forms and reference blanks are available from the Applied English Center office. Mail or email application, transcripts, letters of reference and other materials to:

Applied English Center
1410 Jayhawk Blvd.
University of Kansas
Lawrence, KS 66045-7515, USA
aecood@ku.edu
aec.ku.edu
2. Non-native speakers of English: Send in copies of your TOEFL and TSE score reports or arrange to take tests at the AEC office prior to the application deadline. (The AEC Proficiency Test and the SPEAK Tests are offered at no charge to students admitted to the University.) Applicants' English proficiency will be confirmed during the interview process.
3. Send evidence that you are currently enrolled in or accepted for graduate study at the University of Kansas. Please send a photocopy of your letter of admission.
4. Please attach a description of your professional interests, background, and experience in teaching with specific reference to how your studies and goals relate to teaching at the Applied English Center (no more than 400 words).
5. We interview candidates on an as-needed basis. You will be contacted for an interview if we anticipate possibly needing to hire graduate teaching assistants. Candidates who have been interviewed and selected will be notified of their status as soon as possible.

Deadlines

For **fall semester** appointments:

- Application materials to be turned in by **20 March**

For **spring semester** appointments

- Application materials to be turned in by **4 October**

For **summer session** appointments

- Application materials to be turned in by **20 February**

The University of Kansas is an equal opportunity/affirmative action employer. Applications are sought from all qualified persons regardless of race, religion, color, sex, disability, national origin, ancestry, sexual orientation, marital or parental status and, to the extent covered by law, age or veteran status.