

UALR Department of Art Undergraduate Assistantship Application

The Department of Art is provided each year with funds for the purpose of awarding assistantships to art majors. The purpose of awarding assistantships is to provide financial assistance to the student and to involve the student in the operation of Department of Art programs. Students with a cumulative grade point average of 2.5 and above are eligible to make application, with priority given to students holding an average of 3.0 and better. Other criteria for appointment include activity in the art department, student skills, and department needs. The amount of the award is applied as tuition credit to the student's account.

Students awarded assistantships will be assigned to a faculty member who will supervise their work. The amount of the award is determined in part by the number of hours of course-work the student takes. Assistantships will not exceed in-state tuition. The number of hours a student works will be determined by the amount of the assistantship. The rate of pay will be approximately \$8.00 per hour. The formula below provides an approximate idea of pay and work time involved.

Amount of award – number of weeks in semester (14) - rate per hour = hours in work week
($\$1050 - 14 \text{ hrs.} - \$8.00 \text{ per hr.} = 10 \text{ hours per week}$)

The department will not make awards to students enrolled for less than six credit hours. The hours need not all be art courses. Awards are determined prior to each academic semester. **Application or re-application must take place prior to each semester** and in compliance with posted deadlines.

Returning Students:

Returning students must complete the attached application form and return it to the Department of Art office no later than the posted deadline. A UALR Department of Art professor of your choice must complete the recommendation form found with the application. Please fill in the student portion of the form and deliver it to the professor. The professor will complete the form and deliver it to the office.

New and Prospective Students:

New and prospective students must complete the attached application form and return it to the Department of Art office no later than the posted deadline. Your high school art teacher, principal, or art professor must complete the recommendation form found with the application. Please fill in the student portion of the form and deliver it to the person who will be recommending you. Ask that he/she forward the recommendation directly to the Department of Art office at the address listed on the form.

Completed application forms are due in the Department of Art office no later than _____ . You will receive notification of any award by mail with pertinent information as to the distribution of the award.

Direct any questions to: Win G. Bruhl, Chairperson
Department of Art
University of Arkansas at Little Rock
2801 South University Avenue
Little Rock, AR 72204-1099

**DEPARTMENT OF ART
UNDERGRADUATE ASSISTANTSHIP APPLICATION**

Date received _____
in Art Office

Spring Fall 20 _____
(Circle semester-fill in year)

Please complete and return this form to the Department of Art office (Fine Arts 251) by the date indicated on the cover sheet of this application. Assistantships are available to art majors taking six hours of coursework at UALR. Assistantships will not exceed in-state tuition. Fees cannot be included. A completed application consists of this form and a completed recommendation.

NAME: _____
Last
First
Middle

STUDENT I.D. NUMBER: _____

SOCIAL SECURITY NUMBER (If different): _____

DEGREE (check one): _____ Bachelor of Art in Studio Art
 _____ Bachelor of Art in Art History
 _____ Bachelor of Art in Art (Secondary licensure 7-12)

AREA OF CONCENTRATION: _____
(e.g., painting, drawing, etc.)

CURRENT MAILING ADDRESS: _____

TELEPHONE: (Home) _____ (Work) _____

PERMANENT ADDRESS (If different): _____

UNDERGRADUATE HOURS COMPLETED: UALR _____
 OTHER _____
(specify institution)
 TOTAL HOURS _____

NUMBER OF HOURS IN WHICH YOU ANTICIPATE ENROLLING DURING THE SEMESTER FOR WHICH YOU ARE APPLYING _____

NUMBER OF HOURS PER WEEK YOU WOULD PREFER TO WORK IN THE DEPARTMENT _____

- YOU ARE ABLE TO WORK (circle one)
- 1. A flexible schedule
 - 2. An agreed-upon fixed schedule
 - 3. Mornings only
 - 4. Afternoons only

DO YOU HAVE A DRIVER'S LICENSE? Yes No

LIST PREVIOUS RELEVANT WORK EXPERIENCE THAT WILL ASSIST US IN PLACING YOU:

Employed by	Dates	Description of work
_____	_____	_____
_____	_____	_____
_____	_____	_____

WHAT SPECIAL SKILLS DO YOU HAVE THAT YOU WOULD WANT US TO KNOW ABOUT?

WOULD YOU PREFER:

1. Gallery Work: Install exhibitions, permanent collection
2. Departmental Public Relations: Graphic design work
3. Studio Supervision: Clean equipment, monitor photo lab, maintenance, etc.
4. Slide Library
5. Department of Art Office
6. Other – specify

NAME OF INDIVIDUAL COMPLETING THE RECOMMENDATION FORM:

(Address and phone
if other than UALR
faculty) _____

If I am awarded an Undergraduate Assistantship in the Department of Art, I agree to abide by all departmental policies and regulations governing assistantships. I understand that receipt of an assistantship in one semester does not guarantee continuation into subsequent terms. Further, I understand that poor work habits may lead to termination during the semester and that I will be ineligible for further financial assistance from the Department of Art.

Signed: _____

Date: _____

ASSISTANTSHIP RECOMMENDATION

Department of Art
 University of Arkansas at Little Rock
 2801 South University Avenue
 Little Rock, AR 72204-1099

To be filled in by student:

Name: _____ Concentration: _____

Social Security Number: _____ Date: _____

I plan to take _____ hours next semester.

To be filled in by faculty member:

My contact with this student has been as: Student _____ Advisee _____

Classes the candidate has take from me: _____

Length of time I have known the candidate: _____

	Excellent	Good	Fair	Poor	N.A.
Education (Grades, Honors):					
Attitude, Manner:					
Dependability, Reliability:					
Oral Communication Skills:					
Written Communication Skills:					
Potential for Professional Growth:					

Additional Comments:

Signature: _____ Date: _____