



**DEPARTMENT OF EDUCATION AND HUMAN SERVICES
GRADUATE ASSISTANTSHIP APPLICATION**

Name: _____

Home Phone: (____) _____

Address: _____

Email: _____

Work Phone: (____) _____

Completed Degrees and Schools: _____

Rate your proficiency in the following areas (i.e., Computer Skills, Research Skills, and Interpersonal Skills) by circling the number that best represents your ability. Provide a written rationale that supports your rating in each area. If you need more room please use the back of this page.

Computer Skills

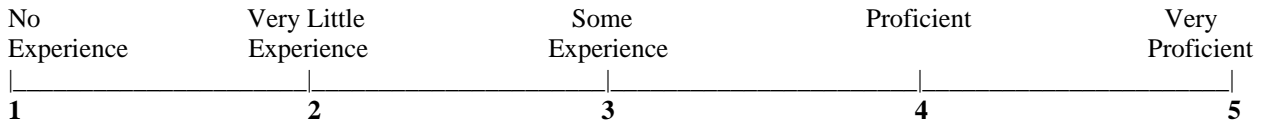
No Experience	Very Little Experience	Some Experience	Proficient	Very Proficient
1	2	3	4	5

Rationale: _____

Please check all the computer-related programs or duties that you have experience with and indicate your level of proficiency by placing a in the corresponding space.

	Novice	Proficient	Expert
<input type="checkbox"/> Microsoft Word			
<input type="checkbox"/> Microsoft Excel			
<input type="checkbox"/> Microsoft Access			
<input type="checkbox"/> Microsoft Front Page			
<input type="checkbox"/> Microsoft PowerPoint			
<input type="checkbox"/> SPSS			
<input type="checkbox"/> WebCT/Blackboard			
<input type="checkbox"/> NUDIST NVivo			
<input type="checkbox"/> Journal Article Searching			
<input type="checkbox"/> Reviewing Research Articles			
<input type="checkbox"/> Library Searches			

Research Skills



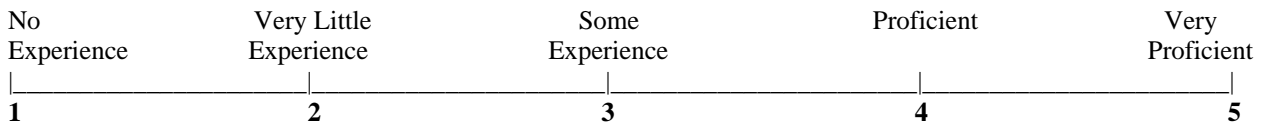
Rationale: _____

Please check all the areas of research with which you have familiarity and indicate your level of proficiency by placing a in the corresponding space.

Research Experience	Novice	Proficient	Expert
<input type="checkbox"/> Quantitative Research			
<input type="checkbox"/> Survey Research			
<input type="checkbox"/> Qualitative Research			
<input type="checkbox"/> Program Evaluation			
<input type="checkbox"/> Structured Interviews			
<input type="checkbox"/> Ethnographic Research			
<input type="checkbox"/> Experimental Research			
<input type="checkbox"/> Focus Group Research			

	No?	Yes?	If yes, how many?
Conference Presentations			
Research Publications			

Interpersonal Skills



Rationale: _____

With your application please provide:

- (1) A one-page letter of intent including why you desire a graduate assistantship in the Department of Education and Human Services, and what you hope to gain from the experience.
- (2) A resume or curriculum vitae.

This application for Graduate Assistantships must be received by the department by March 14th, 2008 to be considered for a position. Please mail these materials to Department of Education and Human Services, 302 St Augustine Center, Villanova University, Villanova, PA, 19085. Attention: Graduate Assistant Coordinator.