

UNT Department of Biological Sciences Common Application

NEW Admissions, NEW Teaching Assistant Position,

NEW Beth Baird or other Tuition Scholarship

For 2021 Fall semester, Deadline: Feb. 7, 2023; E-mail to Douglas Root, LSC B 322, droot@unt.edu

**For students applying for:**

- 1) **TA positions:** All students who do not have a TA but want one for Fall, 2023, including current RA's switching to a TA and enrolled students who do not have TA or RA support.
- 2) **Scholarships:** New or continuing graduate students.
- 3) **Admissions:** Students forward their regular admissions files to the Committee.

**Basic Information (all fields required):**

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Program: \_\_\_\_\_ Degree: \_\_\_\_\_ Semester and year initiated: \_\_\_\_\_  
(Biology, Biochem & Mol Bio, Env Sci) (MA, MS, PhD) (Spring/Summer/Fall, 20XX)

Major Advisor: \_\_\_\_\_ Are you applying for a: TA | Scholarship | Both | Admissions

Are you an RA switching to a TA? \_\_\_\_\_ Are you enrolled without TA or RA support? \_\_\_\_\_

GRE V: \_\_\_\_\_ GRE V: \_\_\_\_\_ % GRE Q: \_\_\_\_\_ GRE V: \_\_\_\_\_ % GRE W: \_\_\_\_\_ GRE W: \_\_\_\_\_ % Date: \_\_\_\_\_  
(Please provide numeric AND percentile scores)

TOEFL: \_\_\_\_\_ spoken TOEFL: \_\_\_\_\_ Date: \_\_\_\_\_ Current GPA: \_\_\_\_\_ Former GPA: \_\_\_\_\_

Degrees obtained, institution: \_\_\_\_\_

Other awards/scholarships pending or received: 1. \_\_\_\_\_  
 2. \_\_\_\_\_ 3. \_\_\_\_\_

To be considered for a NEW TA position or Tuition Scholarship, submit to DROOT@UNT.EDU:

\*this form **UNT Department of Biological Sciences Common Application**

\* **Major Advisor Universal Recommendation Letter for Prospective TA recipients**

\* **Curriculum Vitae**

and the following:

If you are a prospective student (never enrolled) or have completed less than 9 semester credit hours at UNT

\* Forward your complete **UNT admission package**  
 (including graduate school & departmental application materials)

If you are already enrolled at UNT

(e.g., RA → TA transfer)

\* **Transcripts** (from my.unt.edu is fine)

\* **Laboratory Coordinator Universal Recommendation Letter for Prospective Baird Scholars**

It is further recommended that a Teaching Assistantship Information form be completed.

*I have included all of the required materials for my application. I understand that incomplete applications will not be considered. I understand that it is my responsibility to ensure that the application packet is complete. I authorize the Dept. of Biological Sciences to authenticate all included information.*

\_\_\_\_\_  
Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Student ID#

**Major Advisor Universal Recommendation Letter for Prospective TA recipients****To be completed by the Major Professor**

STUDENT NAME: \_\_\_\_\_ MAJOR PROFESSOR NAME: \_\_\_\_\_

When did the student begin graduate education at UNT? \_\_\_\_\_

Has the student been a TA at UNT previously? If so, when? \_\_\_\_\_

Is the student currently supported by an RA at UNT? If so, for how long? \_\_\_\_\_

How many RA positions are currently supported by your laboratory? \_\_\_\_\_

How many TA positions are currently assigned to your graduate students? \_\_\_\_\_

Do you believe that extenuating circumstances should be evaluated in considering this student? \_\_\_\_\_

If yes, please provide a letter describing your current laboratory environment and personnel, and how this student would fit into this environment with the requested support. Attach additional sheets for the letter as needed. This description may include a table such as that below:

Personnel Name	Position	Support	Years at UNT	Expected graduation date

OBSERVATIONS AND COMMENTS (Please elaborate; include a separate sheet/letter if desired):

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Laboratory Coordinator Universal Recommendation Letter for Prospective Baird Scholars

### Section I: To be completed by the applicant

NAME: _____	Student # _____	Eaglemail: _____
1) 1 <sup>st</sup> Course # _____	Number of Semesters as TA in this course: _____	
2) 2 <sup>nd</sup> Course # (if appl.): _____	Number of Semesters as TA in this course: _____	
3) 3 <sup>rd</sup> Course # (if appl.): _____	Number of Semesters as TA in this course: _____	

### Section II: To be completed by the Laboratory Coordinator

NAME: \_\_\_\_\_ Course #: \_\_\_\_\_

I have coordinated labs for the applicant for \_\_\_\_\_ semesters (including the current semester).

My confidence in ranking this applicant is (circle one) very high, high, reasonable, poor.

Student evaluations of this applicant (list evaluation scores for each semester or N/A): \_\_\_\_\_

Please check the box(es) which most accurately describe the above candidate

QUALITIES:	Poor	Good/Average	Very Good	Excellent	Have Not Observed
Dependability, reliability					
Preparedness					
Knowledge of subject					
Lectures at appropriate level					
Rapport with students					
General communication skills					
Works well with others					
Overall ranking as a TA					

I have coordinated approximately \_\_\_\_\_ TAs over \_\_\_\_\_ years.

Overall, as a TA, I would rank this candidate in among the top \_\_\_\_\_ percent.

OBSERVATIONS AND COMMENTS (Please elaborate on the above characteristics; include a separate sheet/letter if desired):

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### **Instructions and Other Information:**

All students applying for a NEW TA position or Tuition Scholarship must submit the appropriate form and documents by the deadline. Students must update their files by the Spring deadline for RENEWALS.

*See page 1 for the materials you need to submit. Both electronic and printed documents will be accepted. Scanned or photocopied copies of original documents will be accepted if they are legible; students are responsible for their own scanning and copying. If submitting electronically, use file names that include your name and the type of document (i.e., John\_Doe\_UNT\_Transcript.pdf). Original copies should be maintained by the applicant and may be requested. Recommendation letters can be sent directly to Dr. Douglas Root ([DRoot@unt.edu](mailto:DRoot@unt.edu)) by email or can be submitted in sealed envelopes to the Department of Biological Sciences graduate secretary.*

### **Eligibility:**

Students must have a major advisor for their thesis or dissertation to be eligible for a TA position (or a Department-sponsored RA/GSA position) or a tuition scholarship. TA positions and Tuition Scholarships are competitive. All TA positions are contingent on demonstrating satisfactory skills in spoken English. Students who have previously held a tuition scholarship and are not continuing on a TA or GSA should request a RENEWAL. To accurately consider applicants for the most appropriate tuition scholarship (Baird, McBryde, GATS, etc.), all sources of support, amount, and what it covers must be clearly documented. Students wanting to transfer from non-departmental support to a TA need to complete the NEW application.

Tuition Scholarships offer tuition support for up to two years for students pursuing an MS or up to five years for students pursuing a PhD with a possible one-year extension. These are maximum durations, and awards may be made for fewer years. For tuition scholarship renewals, students must update their files annually by submitting a renewal application by the Spring deadline (applications and deadlines will be announced in a timely manner). Renewal funding is contingent on maintaining full-time status, academic excellence, research productivity, outreach activities, *and making satisfactory progress toward degree completion* (for guidelines refer to Graduate Student Catalog, Degree Requirements and Procedures; <http://www.unt.edu/catalog/grad/biol.htm>). *Failure to complete degree requirements (qualifying exams, etc.) in a timely manner is cause for a renewal to be refused.* Beth Baird Tuition Scholarships offer tuition support for the two long semesters only. **This scholarship does not have a cash value** and will not be paid out to students who have their tuition covered by another source. Scholarships are awarded through the Department of Biological Sciences Graduate Student Scholarship Committee with final approval from the Department Chair.

### **Mission Statement and Selection Criteria for Departmental TA and Beth Baird Tuition Scholars:**

Departmental TA and Beth Baird Tuition Scholarships are intended to **attract** and **retain** outstanding graduate students to enhance scholarly activity within the Department of Biological Sciences. Recipients of a Beth Baird Tuition Scholarship are Beth Baird Scholars. Beth Baird Scholars recipients embody the mission of the Department of Biological Sciences<sup>1</sup> and the University of North Texas<sup>2</sup>. Beth Baird Scholars recipients are selected on the basis of: (1) Research potential and achievement, (2) Academic potential and achievement, and (3) Potential and achievement in professional communication and service. These guidelines are subject to change.

<sup>1</sup> The Department of Biological Sciences promotes the discovery, advancement, and dissemination of basic and applied knowledge in the life and environment sciences by providing quality undergraduate and graduate education; conducting traditional, multidisciplinary research; supporting science education awareness outreach activities; and providing professional expertise and service to local, state and national constituencies.

<sup>2</sup> The University of North Texas is a recognized student-centered public research university where we harness the power of ideas through a culture of learning based on diverse viewpoints, interdisciplinary endeavors, creativity and disciplined excellence. This is accomplished through a broad and balanced array of programs where well-prepared students and dedicated scholars and artists collaborate with our local and global communities in the creation, integration, application and dissemination of knowledge. In this way, UNT creates an enriched and sustainable future for our students, state, nation and world (Approved by Board of Regents May 12, 2006)