



**Department of History
Traditional M.A. Program
Graduate Assistantship Application**

Students applying for a graduate assistantship must also complete the application for admission to the College of Graduate Studies at http://www.cmich.edu/academics/graduate_studies/Pages/default.aspx.

Name: _____ Student ID # _____
(Last) (First) (Initial) (If Available)

Present Address: _____
(Number/ Street) (Telephone)

(City/State/Zip Code)

Permanent Address: _____
(Number/ Street) (Telephone)

(City/State/Zip Code)

E-Mail Address: _____
Date

Previous Study			
Institution	Dates Attended	Hours in History	Degree/Date Received

UG GPA _____ UG History GPA _____ [please supply complete transcripts]
 MA GPA _____ MA History GPA _____ [A = 4, B = 3, etc.]

Minors/Cognates _____

Teaching or Other Work Experience		
Institution	Inclusive Dates	Name of Immediate Supervisor

Coursework in History				
	Course Title	Institution	Credit Hours	Grade
Courses in European History				
Courses in U.S. History				
Other History Courses				

(Attach additional sheets if necessary.)

References (at least two in history)		
Name	Address	Institution

Send one of the enclosed recommendation forms, with a completed cover sheet, to each of your references.

Application Deadline: January 3



Department of History
Traditional M.A. in History

Recommendation for Graduate Assistantship

Applicant's Name: _____

I have asked _____ to submit a recommendation.

To the Applicant:

A student of Central Michigan University generally has the right to view official records of the university which concern him or her individually, including letters of recommendation. An applicant may, however, waive the right of access to letters of recommendation, in which case the evaluation covered by the waiver will be confidential and free from the student's right of access to them.

This waiver is not required as a condition of admission to the graduate program in history nor is it in any manner related to receipt of any services or benefits from Central Michigan University.

This waiver is effective only if the recommendation which it covers is used for the purpose for which it is specifically intended. The Department of History affirms that the statement covered by this document will be used solely for the purpose indicted above.

Please check one of the two options listed below. Sign and date the option which you choose.

[] I understand the above condition and I waive any and all right of access to the letter or statement identified above.

(signature)

(date)

[] I wish to retain my right of access to the letter or statement identified above.

(signature)

(date)

This section is to be completed by the recommender:

1. How long and in what capacity have you known the applicant?
2. Please rate the applicant in comparison to others whom you have known at similar stages in their career.

	Exceptional Upper 5%	Excellent Next 10%	Very Good Next 15%	Good Next 20%	Remaining 50%	No Basis for Rating
Scholarly potential in indicated field of study						
Creativity and originality						
Motivation and perseverance toward goals						
Ability to work with others						
Ability to work independently						
Ability to express thoughts in writing						
Ability to present thoughts in speech						

3. Please circle the strength of your overall endorsement.

Highly Recommended

Recommended

Recommended with Reservations

4. In your letter of recommendation, please comment specifically on the applicant's strengths and limitations for graduate study and college teaching. Descriptions of significant actions and accomplishments are particularly helpful in assessing the applicant's potential.

Signature _____ Date _____

Print / Type Name _____

Position / Title _____

Address _____

Note to Recommenders: While application and supporting materials from potential graduate students are due by January 3, the due date for recommendation forms and letters is January 15.

**Mail all materials to: Department of History
Central Michigan University
106 Powers Hall
Mount Pleasant, MI 48859**

OR email materials as attachments to: history@cmich.edu