

Application for Graduate Assistantship

School of Communication, Journalism, and Media
Communication Program
Central Michigan University – Moore 333
Mount Pleasant, Michigan 48859
Phone (989) 774-3177
Email scjm@cmich.edu



SCHOOL OF
**COMMUNICATION,
JOURNALISM, & MEDIA**
CENTRAL MICHIGAN UNIVERSITY

Title of Proposed Master's Degree Course of Study: _____

Name: _____ Date: _____

Present Address: _____

Birth Date: _____
E-mail: _____

Phone: _____

Home Address: _____

Phone: _____

Undergraduate Information

College or University Attended: _____

Degree: BAA: _____ BS: _____ BA: _____ BFA: _____ Other: _____

Undergraduate Major: _____

Undergraduate Minor: _____

Date Degree Awarded: _____

Date Degree Expected: _____

Overall Undergraduate Grade Point Average: _____

Number of hours in Communication courses: _____

Grade Point Average in these courses: _____

Number of Graduate hours, if any: _____

Have you already received regular/conditional acceptance to CMU's Graduate Studies Program in Communication/M.A. in Communication?

Yes _____ No _____

If not, have you applied for admission to CMU's Graduate Studies Program in Communication/M.A. in Communication?

Yes _____ No _____

If you are an International student, please provide your TOEFL score: _____

1. List the *undergraduate* courses in Communication, by number and title, which you have completed or expect to complete before admission to the CMU's Communication graduate program.

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

2. List the *graduate* courses in Communication, by number and title, which you have completed or expect to complete before admission to the CMU's Communication graduate program.

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

3. Briefly describe other course work or work experience that you believe makes you a suitable candidate for a Graduate Teaching Assistantship.

4. In addition to teaching assistantships, the department also offers assistantships in the area of debate. If you are interested in working with debate, please describe your experience and/or qualifications.

5. On an attached sheet of paper, type a brief statement describing your purpose/general plans for graduate study. Specifically, why do you believe you will excel as a graduate student in our program, and what you plan to do with a graduate degree in the future? Include any information that you deem relevant to our consideration of your application for an assistantship.

List the name, address, telephone number, and e-mail address for each individual who will submit a letter of recommendation on your behalf (two letters required).

Name: _____

Title: _____

Address: _____

Phone #: _____

E-mail: _____

Name: _____

Title: _____

Address: _____

Phone #: _____

E-mail: _____

How did you hear about our program?

Send this application, an unofficial copy of your transcripts (this can be a photocopy),
and arrange to have two letters of reference sent directly to:
School of Communication, Journalism, and Media – Moore 333
Central Michigan University
Mount Pleasant, Michigan 48859
Phone (989) 774-3177
Email scjm@cmich.edu

Application deadline: March 15th

COMMUNICATION GRADUATE PROGRAM DEGREE REQUIREMENTS WITH ASSISTANTSHIP

This document outlines the degree program requirements for an M.A. in Communication. **The information below is for students who will have a Graduate Teaching Assistantship.** The successful completion of 33 credit hours (with a cumulative GPA of 3.0 or higher) and a thesis or comprehensive exam is required.

Core Courses (Required): courses listed below are 3 credit hours unless otherwise noted

COM 600: Introduction to Research and Graduate Study in Communication

COM 601: Research Design in Communication

COM 603: Professional Seminar in Communication

COM 661: Contemporary Communication Theory

COM 664: Advanced Organizational Communication

COM 668: Advanced Interpersonal Communication

COM 795: Seminar: Teaching College Communication

COM 602: Qualitative Research Methods **OR**

COM 750: Rhetorical Criticism

COM 798: Thesis (6 credit hours; required only for those choosing the thesis option)*

Total Core Hours: 24 hours (comprehensive exam option) OR 30 hours (thesis option)

*NOTE: Thesis students must complete a total of 6 thesis hours and cannot register for their final 3 thesis credit hours until after successfully completing a prospectus meeting.

Elective Courses: Courses listed below are 3 credit hours unless otherwise noted

COM 523: Dark Side of Communication

COM 527: Political Communication

COM 555: Special Topic in Communication (3 - 6 Credit Hours)

COM 558: Historical Background of Communication Theory

COM 560: Communication and Change: The Diffusion of Ideas and Information

COM 561: Communication and Conflict Management

COM 562: Family Communication

COM 565: Communication Training in Organizations

COM 569: Communication in the Classroom

COM 594: Directing Speech Activities

COM 660: Seminar in Interpersonal Communication

COM 662: Advanced Persuasion

COM 665: Seminar in Communication and Negotiation in Employee Relations

COM 667: Advanced Intercultural Communication

COM 764: Communication Internship (1-6 Credit Hours)

COM 790: Advanced Independent Study (1-4 Credit Hours)

Total Elective Hours: 9 hours (comprehensive exam option) OR 3 hours (thesis option)*

*NOTE: Graduate teaching assistants **must** complete COM 795 in their first semester as a condition of their employment. All graduate students must choose electives in consultation with their academic advisors **before** registering. Not all courses are offered on a regular basis.

ADDITIONAL INFORMATION

The three credit hours of elective course work do not necessarily have to be taken from courses offered by the COM area. You can take a graduate level course (500, 600, and 700 level) offered by any academic department on campus. You **must** consult with your academic advisor about possible course options and clear your choice of course(s) **before** registering for the course(s).

You cannot sign up for your final three thesis credit hours until you have successfully completed your thesis prospectus meeting.

No more than 10 hours of variable credit hours can be applied toward the minimum 33 hours for your M.A. degree. Variable credit courses include COM 764, COM 790, and COM 798.

You **must** inform your academic advisor of the courses you intend to take in upcoming semesters **before** you register for the courses.

You **must** complete an “Authorization of Degree Program” by the beginning of your second semester of graduate work. This is completed in consultation with your academic advisor.

Typical Sequence of Courses for GTA’s Entering the Program in Fall semester

Fall 2019

COM 600: Intro to Research and Graduate Study in Communication & Dramatic Arts
COM 603: Professional Seminar in Communication (1 credit)
COM 750: Seminar in Rhetorical Criticism
COM/Other Elective* (*Note: COM 795 is required for Graduate Teaching Assistants)

Spring 2020

COM 601: Research Design in Communication
COM 661: Contemporary Communication Theory
COM 664: Advanced Organizational Communication

Fall 2020

COM 602: Qualitative Research Methods (required only if you did not complete COM 750)
COM 603: Professional Seminar in Communication (2 credits)
COM 668: Seminar in Interpersonal Communication
COM/Other Elective

Spring 2021

| | | |
|-------------------------------------|-----------|----------------------------------|
| <u>Thesis Option</u> | OR | <u>Comprehensive Exam Option</u> |
| COM 798: Thesis (1-6 credit hours)* | | COM/Other Elective |
| | | COM/Other Elective |

***NOTE:** The thesis option requires the completion of 6 thesis credits; thesis students may register for between one to six thesis hours in a semester. However, thesis students cannot register for their final three thesis credit hours until after successfully completing a prospectus meeting.

COMMUNICATION GRADUATE PROGRAM DEGREE REQUIREMENTS
NO ASSISTANTSHIP

This document outlines the degree program requirements for an M.A. in Communication. **The information below is for students who will not have a Graduate Teaching Assistantship.** The successful completion of 33 credit hours (with a cumulative GPA of 3.0 or higher) and a thesis or comprehensive exam is required.

Core Courses (Required): courses listed below are 3 credit hours unless otherwise noted

COM 600: Introduction to Research and Graduate Study in Communication
COM 601: Research Design in Communication
COM 603: Professional Seminar in Communication
COM 661: Contemporary Communication Theory
COM 664: Seminar in Organizational Communication
COM 668: Seminar in Interpersonal Communication

COM 602: Qualitative Research Methods **OR**
COM 750: Seminar in Rhetorical Criticism

COM 798: Thesis (6 Credit Hours; required only for those choosing the thesis option) *

Total Core Hours: 21 hours (comprehensive exam option) OR 27 hours (thesis option)

*NOTE: Thesis students must complete a total of 6 thesis hours and cannot register for their final 3 thesis credit hours until after successfully completing a prospectus meeting.

Elective Courses: Courses listed below are 3 credit hours unless otherwise noted

COM 523: Dark Side of Communication
COM 527: Political Communication
COM 555: Special Topics in Communication (3-6 credit hours)
COM 558: Historical Background of Communication Theory
COM 560: Communication and Change: The Diffusion of Ideas and Information
COM 561: Communication and Conflict Management
COM 562: Family Communication
COM 565: Communication Training in Organizations
COM 569: Communication in the Classroom
COM 594: Directing Speech Activities
COM 660: Seminar in Interpersonal Communication
COM 662: Advanced Persuasion
COM 665: Seminar in Communication and Negotiation in Employee Relations
COM 667: Advanced Intercultural Communication
COM 764: Communication Internship (1-6 Credit Hours)
COM 790: Advanced Independent Study (1-4 Credit Hours)

Total Elective Hours: 12 hours (comprehensive exam option) OR 6 hours (thesis option)*

*NOTE: All graduate students must choose electives in consultation with their academic advisors before registering. Not all courses are offered on a regular basis.

ADDITIONAL INFORMATION

The six credit hours of elective course work do not necessarily have to be taken from courses offered by the COM. You can take a graduate level course (500, 600, and 700 level) offered by any academic department on campus. You must consult with your academic advisor about possible course options and clear your choice of course(s) before registering for the course(s).

You cannot sign up for your final three thesis credit hours until you have successfully completed your thesis prospectus meeting.

No more than 10 hours of variable credit hours can be applied toward the minimum 33 hours for your M.A. degree. Variable credit courses include COM 764, COM 790, and COM 798.

You must inform your academic advisor of the courses you intend to take in upcoming semesters before you register for the courses.

You should sign an “Authorization of Degree Program” form by the beginning of your second semester of graduate work. This form is completed in consultation with your academic advisor.

GRADUATE ASSISTANT RECOMMENDATION FORM

Name of applicant (type or print)

| | Excellent | Good | Average | Poor | Very Poor | No Basis to Judge |
|--|-----------|------|---------|------|-----------|-------------------|
| 1. Ability to work with others in varied tasks | | | | | | |
| 2. Initiative, ability to self-direct | | | | | | |
| 3. Research skills | | | | | | |
| 4. Computer skills | | | | | | |
| 5. Reliability | | | | | | |
| 6. Writing skills | | | | | | |
| 7. Speaking skills | | | | | | |
| 8. Listening skills | | | | | | |
| 9. Ability to organize time | | | | | | |
| 10. Punctuality | | | | | | |
| 11. Analytical skills | | | | | | |
| 12. Potential as a classroom teacher | | | | | | |

Information that would be helpful in assessing the student's qualifications for an assistantship:

In the space below, or on an attached sheet of paper, please provide an evaluation of the student's qualifications for an assistantship.

Signature of Recommender

Date

Name of Recommender (print or type)

()
Telephone

Title

Institution

Relationship to applicant

Number of years you have known the applicant

Return to: School of Communication, Journalism, and Media – Moore 333
Central Michigan University
Mount Pleasant, MI 48859

Application Deadline: March 15th

scjm.cmich.edu.

RECOMMENDATION WAIVER

Name of Applicant (type or print)

Note: The Family Educational Rights and Privacy Act of 1974 opens many student records for the student's inspection. This Law permits the student to sign a waiver relinquishing his/her right to inspect a letter of recommendation.

I hereby waive the right of access to this recommendation provided by law.

I do not waive the right of access to this recommendation provided by law.

Signature of Applicant

Date

To the Recommender: Please complete the acknowledgment below.

I have read the statement above and acknowledge that both the statement and the applicant's declaration concerning access to the letter were shown to me prior to the writing of the attached recommendation.

Signature of Recommender

Date

Return to: School of Communication, Journalism, and Media – Moore 333
Central Michigan University
Mount Pleasant, MI 48859

GRADUATE ASSISTANT RECOMMENDATION FORM

Name of applicant (type or print)

| | Excellent | Good | Average | Poor | Very Poor | No Basis to Judge |
|--|-----------|------|---------|------|-----------|-------------------|
| 1. Ability to work with others in varied tasks | | | | | | |
| 2. Initiative, ability to self-direct | | | | | | |
| 3. Research skills | | | | | | |
| 4. Computer skills | | | | | | |
| 5. Reliability | | | | | | |
| 6. Writing skills | | | | | | |
| 7. Speaking skills | | | | | | |
| 8. Listening skills | | | | | | |
| 9. Ability to organize time | | | | | | |
| 10. Punctuality | | | | | | |
| 11. Analytical skills | | | | | | |
| 12. Potential as a classroom teacher | | | | | | |

Information that would be helpful in assessing the student's qualifications for an assistantship:

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Signature of Recommender

Date

Name of Recommender (print or type)

(_____)_____
Telephone

Title

Institution

Relationship to applicant

Number of years you have known the applicant

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