



Department of

**MECHANICAL ENGINEERING**

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THE UNIVERSITY OF UTAH

# M.E. TA Application

How to Apply for TA Funding

First thing: go here

<http://www.mech.utah.edu/ta/ta.php>



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## Teaching Assistant/Grader Application Login

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Password:

**Login**

**Forgot Password?**

[Create an account](#) if you don't already have one.

*You may be able to  
access your previous  
account. If not, simply  
create a new account.*



## Create Account

### Account Information

\* Email:

\* Unid:

\* Password:

\* Confirm Password:

*UNID must start with a  
zero. Example:  
00123456*

**Submit**

**Reset**



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## Account Created

Thank you for creating an account. Please follow these steps in order to complete the TA application process.


The first step is to update your information.

[Next](#)

*Always use the  
“Next” button to  
navigate the  
application*

*Fill out the Application, using the Next Button*

Please make note of the application deadline.



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### Teaching Assistant/Grader Application

**Deadline: Nov. 6, 2009**

Please read carefully through the [TA Information](#) section before filling out the TA Application.

Complete the TA Application as thoroughly as possible before submitting it. Your application information will be distributed to the appropriate instructors. The instructors will then contact you if they are interested in hiring you for a TA position. Though you will not need to submit a new application each semester, you will need to update information to make sure that everything is current. Any questions about this process can be directed to Amanda Friz, Graduate Program Specialist, at [friz@mech.utah.edu](mailto:friz@mech.utah.edu).

The information requested below is the minimum required. You will be notified via email if additional items are needed.

#### Applicant Information

\* Applying for:

Program Start Quarter/Semester:

\* First Name:  \* Last Name:

Address:  City:

State:  Postal Code:

Country:  \* Phone:

\* Email Address:  Student ID (in form 00xxxxxx, not u0xxxxxx):

U.S. Citizen:  Permanent Resident:

Visa Status:

#### Academic Status

Academic Program:  Faculty Advisor:

*These are classes that you have **ALREADY TAKEN**. Some professors will require certain prerequisites in order for you to be their TA.*

#### Area of Interest

Area of Interest:

If current U of U student, current GPA:

Undergrad GPA:  Undergrad University:

Graduate GPA:  Graduate University:

TOEFL Score:  GRE Quantitative Score:

# of Credit Hours registered for Fall 2009:

Please indicate below all courses (or course equivalent) you have taken:

- ☐ ME EN 1000, Engineering Design and Visualization
- ☐ ME EN 1005, Computer Aided Design Laboratory
- ☐ ME EN 1300, Statics and Strength of Materials
- ☐ ME EN 2080, Dynamics
- ☐ ME EN 2300, Thermodynamics I
- ☐ ME EN 2450, Numerical Techniques in Engineering
- ☐ ME EN 2650, Concurrent Engineering I: Manufacturing
- ☐ ME EN 2655, Manufacturing Laboratory
- ☐ ME EN 2960, Foundations of Microsystems
- ☐ ME EN 3200, Mechatronics I
- ☐ ME EN 3210, Mechatronics II
- ☐ ME EN 3300, Strength of Materials
- ☐ ME EN 3600, Thermodynamics II
- ☐ ME EN 3650, Heat Transfer
- ☐ ME EN 3700, Fluid Mechanics
- ☐ ME EN 3900, Professionalism and Ethics Seminar
- ☐ ME EN 3910, Structured Engineering Design Methodology
- ☐ ME EN 4000, Engineering Design I
- ☐ ME EN 4005, Design of Complex Continuum Systems I



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## Teaching Assistant/Grader Application

PLEASE SELECT ALL COURSES YOU WOULD LIKE TO APPLY FOR WITH ACCURACY. ONCE SUBMITTED, YOU MAY NOT BE CONSIDERED FOR THE COURSES YOU DO **NOT** SELECT.

### TA/Grader Course Selection

Please select courses for which you would like to be considered for TA or grader:

Note: Not all courses will receive TA/grader support.

- ☐ ME EN 1005, Computer Aided Design Laboratory
- ☐ ME EN 1010, Engineering Design and Visualization
- ☐ ME EN 1300, Statics and Strength of Materials
- ☐ ME EN 20202080, Dynamics
- ☐ ME EN 2510, Intro Energy Sys Des II
- ☐ ME EN 2655, Manufacturing Laboratory
- ☐ ME EN 2660, Machining Laboratory
- ☐ ME EN 3000, Design of Mech Elements
- ☐ ME EN 3210, Mechatronics II
- ☐ ME EN 3300, Strength of Materials
- ☐ ME EN 3650, Heat Transfer
- ☐ ME EN 4010, Engineering Design II
- ☐ ME EN 4050, Concurrent Engineering II
- ☐ ME EN 5040, Quality Assurance
- ☐ ME EN 5050, Micromachining also 6050
- ☐ ME EN 5110, Industrial Safety
- ☐ ME EN 5210, State Space Control also 6210
- ☐ ME EN 5520, Composite Materials
- ☐ ME EN 5710, Aerodynamics
- ☐ ME EN 5820, HVAC
- ☐ ME EN 5910, Co-Op

Application will be evaluated without regard to race, color, religion, gender, marital status, national origin, or handicap.

Submit

Reset

Finish the  
application.

Be sure to hit  
"Submit!"

Then Log Out

Select the courses  
you would like to  
apply for with  
**accuracy**. Once  
submitted, you  
**cannot** make any  
changes to your  
application.



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## Teaching Assistant/Grader Application Login

You have been logged out

Email:

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[Create an account](#) if you don't already have one.

*You'll be taken to this screen.  
You can log back in to see  
your application, make  
updates, check for offers,  
and accept or decline offers.*





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*You can view any and all offers. You may login to your account periodically to view any new offers. Professors may make offers up until August 17, 2012.*



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## Accept Offers

No offers found.

*If you have no  
offers, you'll see  
this screen.*



## Accept Offers

Class	Position	Hours per Week	Accept	Decline
course2080	class	10	<input type="button" value="Accept"/>	<input type="button" value="Decline"/>
course2300	single	7	<input type="button" value="Accept"/>	<input type="button" value="Decline"/>

*If you have offers, they'll look like this. Remember, you can only accept up to 20 hours a week of work. **Once you select "Accept" or "Decline" your decision is FINAL.***

## Questions? Contact Sheila Olson or the Grad Advisor.

### Sheila Olson - Manager

[sheila.olson@utah.edu](mailto:sheila.olson@utah.edu)

2110B MEB

(801) 581-4164

### Graduate Advisor

[grad@mech.utah.edu](mailto:grad@mech.utah.edu)

2102 MEB

(801) 585-9293