

# 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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Email:

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**

* Email:	UNID must start with a	
* Unid:	zero. Example: 00123456	
* Password:	* Confirm Password:	





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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** 

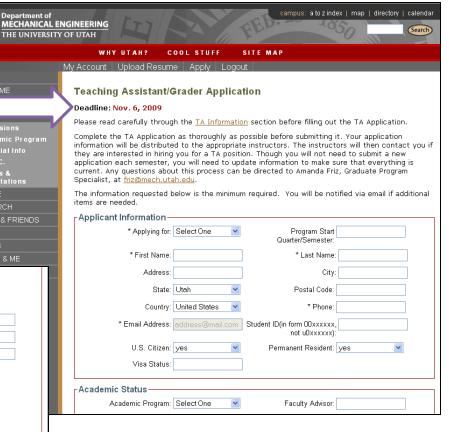
Please make note of the application deadline.

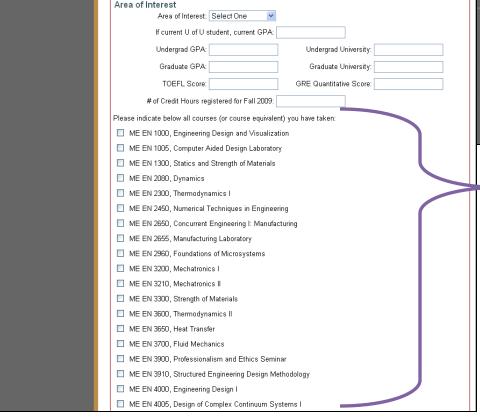
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These are classes that you have **ALREADY TAKEN**. Some professors will require certain prerequisites in order for you to be their TA.

application.

Be sure to hit "Submit!"

Then Log Out

ication will be evaluated without regard to race, color, religion, gender, marital status, na snal origin, or handicap.

Submit

Reset

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## Teaching Assistant/Grader Application Login

You have been logged out

Email:

Password:

Login

Forgot Password?

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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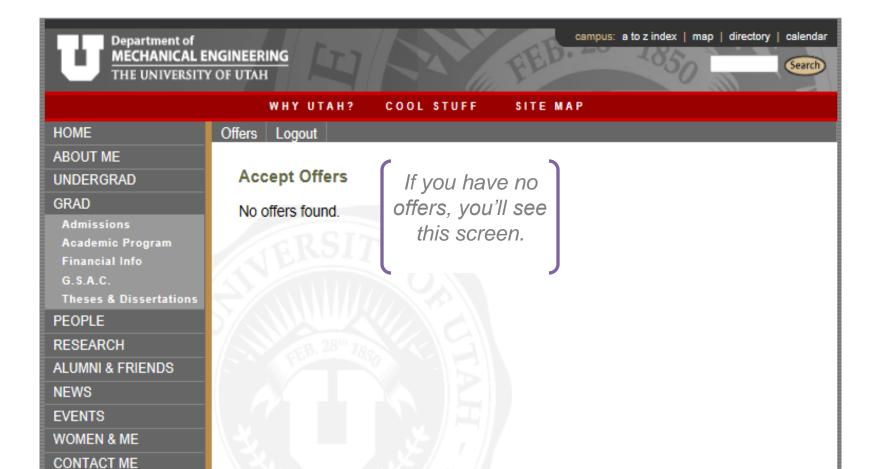
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Offers Logout

Logout

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**

Class	Position	Hours per Week	Accept	Decline
course2080	class	10	Accept	Decline
course2300	single	7	Accept	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

### **Graduate Advisor**

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(801) 581-4164	(801) 585-9293