To apply as a Chemistry Department TA, you must be a currently registered Saint Mary's University Student. Complete this application package, save it and email your saved version to chemistry@smu.ca. NOTE: All registered Undergrad, Undergrad (Honours), Diploma students, **_must_** send a copy of their unofficial SMU Transcript (PDF/digital images) along with their application package. Undergrad, Undergrad (Honours), Diploma students who failure to include their unofficial SMU Transcript in their application email, may have their application being denied.

Applicants will be awarded positions based on the needs of the Department and qualifications of TAs. However, due to final registration numbers or changes to course delivery, some advertised jobs may no longer be available. Upon assignment of TA jobs, students will be given the opportunity to confirm or decline their appointed job(s). Should a prospective TA wish to work with a specific Chemistry Department Faculty member, please have that Chemistry Department Faculty member inform chemistry@smu.ca of your interest in advance of application.

MAXIMUM NUMBER OF POSITIONS A TA MAY BE AWARDED IS TWO (2) PER TERM. In exceptional circumstances, 3 positions may be awarded. The TA hiring committee will attempt to award positions based on the TA's interests ("Job Preference" numbering) and qualifications. Nevertheless, based on the number of TA vacancies, and the duties required for those posts, TAs may be offered alternate/similar appointments based on their academic standing(s), apart from their selected interest(s).

Students should have the minimum grade in both CHEM 1210 **_and_** CHEM 1211/2/3 before they can TA in CHEM 1210.

TO APPLY
Please complete the next sections, entering your student Information, the number of jobs you are interested in working. Select the jobs you want in the various lists provided assigning your order of preference number in the appropriate column. To complete the sections, do the following:

1. **First review the "TA Job Descriptions", making sure you meet the qualifications.** The job descriptions are found on our site at www.smu.ca/chemistryta.
2. Enter your personal information in the fields provided.
3. "Check" the boxes, selecting the jobs that you have an interest. Select as many as you would like. *The more you select, the greater your chance in being offered a TA position.*
4. List a number under the "Preference" column by entering a number in the order of your job interests with 1 being your 1st interest, 2 being your 2nd interest and so on.
   o For example, if you are interested in both a CHEM 1210 Lab Demonstrator job and a CHEM 1210 Lab Marker job, but the Lab Demonstrator as your first choice, enter "1" next to the Lab Demonstrator job and "2" next to the Lab Marker job in the appropriate field.
5. Enter your "Grade Earned", that you earned when you took the course for each of the jobs that you have selected. Note that this is only applicable to students currently registered in an Undergrad/Diploma program.
6. After you have completed the "TA Job check list" save this document and email to chemistry@smu.ca. by the deadline noted. *Students who are currently registered in an Undergrad/Diploma program or a non-Chemistry APSc must also send along a copy of their unofficial transcript when submitting their TA Job Application Form.*

MAKE SURE YOU HAVE FOLLOWED ALL OF THE ABOVE INSTRUCTIONS

**MAKE SURE YOU HAVE READ AND COMPLETED (WHERE NECESSARY)
ALL PAGES IN THIS APPLICATION**

TA APPLICANT'S INFORMATION

Name: _____ Banner A#: _____

SMU Email Address: _____ Preferred Name _____

As a **_currently_** registered student, what is your program (**only check 1**)?

☐ Undergrad   ☐ Undergrad (Honours)   ☐ Diploma   ☐ Applied Science/PhD Program

If you are registered as an Undergrad, Undergrad (Honours) or Diploma Program student, what is your program/major?

_____

If you are registered in the Applied Science/PhD Program, who is your supervisor?

_____

How many jobs do you what? (check 1): I wish to have ☐ 1 job ☐ 2 jobs ☐ 3 jobs.

ON CAMPUS JOBS

COURSE MARKER

Check Box to apply	Preference Rank #	Grade Earned	Course	Subject	# TAs needed
☐	____	____	CHEM 1210.2	General Chemistry I	1
☐	____	____	CHEM 1211.2	Gen Chem II for Physical Sci	1
☐	____	____	CHEM 1212.2	Gen Chem II for Life Sciences	2
☐	____	____	CHEM 1213.2	Gen Chem II for Engineering	2
☐	____	____	CHEM 2313.2	Physical Chemistry II	1
☐	____	____	CHEM 2333.2	Intro Analytical Chem: Electro	1
☐	____	____	CHEM 3451.2	Introductory Biochemistry	1

LAB DEMONSTRATOR – FIRST YEAR

Check Box to apply	Preference Rank #	Grade Earned	Course	Subject	Day	Time	# TAs needed
☐	____	____	CHEM 1210.2LA	LAB A: General Chemistry I	F	02:30 pm-05:29 pm	2
☐	____	____	CHEM 1210.2LB	LAB B: General Chemistry I	R	02:30 pm-05:29 pm	2
☐	____	____	CHEM 1210.2LC	LAB C: General Chemistry I	W	02:30 pm-05:29 pm	2
☐	____	____	CHEM 1211/12/13.2LA	LAB A: Gen Chem II Phys Sci/Life Sci/for ENGE	M	02:30 pm-05:29 pm	2
☐	____	____	CHEM 1211/12/13.2LB	LAB B: Gen Chem II Phys Sci/Life Sci/for ENGE	T	02:30 pm-05:29 pm	2
☐	____	____	CHEM 1211/12/13.2LC	LAB C: Gen Chem II Phys Sci/Life Sci/for ENGE	W	02:30 pm-05:29 pm	2
☐	____	____	CHEM 1211/12/13.2LD	LAB D: Gen Chem II Phys Sci/Life Sci/for ENGE	R	02:30 pm-05:29 pm	2
☐	____	____	CHEM 1211/12/13.2LE	LAB E: Gen Chem II Phys Sci/Life Sci/for ENGE	F	02:30 pm-05:29 pm	2

LAB DEVELOPER

Check Box to apply	Preference Rank #	Grade Earned	Course	Subject	# TAs needed
☐	____	____	CHEM 2333/3432	Labs: Analytical & Instrumental	1

LAB MARKER

Check Box to apply	Preference Rank #	Grade Earned	Course	Subject	# TAs needed
☐	____	____	CHEM 1210.2LA-2LC	LABS A-C General Chemistry I	3
☐	____	____	CHEM 121X.2LA-LE	LABS A-E Gen Chem II Phys Sci/Life Sci/for ENGE	5

LAB DEMONSTRATOR-SR. YEAR

Check Box to apply	Preference Rank #	Grade Earned	Course	Subject	Day	Time	# TAs needed
☐	____	____	CHEM 2313.2L	LAB: Physical Chemistry II	T	02:30 pm-05:29 pm	2
☐	____	____	CHEM 2333.2L	LAB Intro Analy Chem: Electro	M	02:30 pm-05:29 pm	2
☐	____	____	CHEM 2345.2LA	LAB A: Organic Chemistry II	T	02:30 pm-05:29 pm	2
☐	____	____	CHEM 2345.2LB	LAB B: Organic Chemistry II	W	02:30 pm-05:29 pm	2
☐	____	____	CHEM 3412.2L	LAB: Intro Computational Chem	W	02:30 pm-05:29 pm	1
☐	____	____	CHEM 3424.2L	LAB: Inorganic Chemistry II	R	02:30 pm-05:29 pm	1
☐	____	____	CHEM 3443.2L	LAB: Organic Reaction Mech	W	02:30 pm-05:29 pm	1
☐	____	____	CHEM 3451.2LA	LAB A: Intro Biochemistry	M	02:30 pm-05:29 pm	2
☐	____	____	CHEM 3451.2LB	LAB B: Intro Biochemistry	R	02:30 pm-05:29 pm	1
☐	____	____	CHEM 4422.2L	LAB: Adv Topics Inorganic Chem	T	02:30 pm-05:29 pm	1

LAB PREPARATION ASSISTANT & LAB DEMONSTRATOR – IN PERSON

Check Box to apply	Preference Rank #	Grade Earned	Course	Subject	# TAs needed
☐	____	____	CHEM 2333/2313.2L	Labs: Analytical and Physical Chemistry	1

SENIOR TEACHING & LAB DEMONSTRATOR

Check Box to apply	Preference Rank #	Grade Earned	Course	Subject	# TAs needed
☐	____	____	CHEM1210.1LA-LC	LABS LA-LC: General Chemistry I	3

SMU SPARK TA

Check Box to apply	Preference Rank #	Grade Earned	Course	Subject	# TAs needed
☐	____	____	CHEM 1210.1LA-LC	LABS LA-LC: General Chemistry I	2

LAB PREPARATION ASSISTANT

A Lab Preparation Assistant works with a Chemistry Department Technician.

Check Box to apply	Preference Rank #	Grade Earned	Course	Subject	# TAs needed
☐	____	____	CHEM 121X.2L	Labs Gen. Chem 1210/11/12/13	1

Complete the below table ONLY if you have selected the Lab Preparation Assistant position.
Select your available days & time frames. Check all that apply, to according to your availability/schedule.

☐ Monday Mornings	☐ Tuesday Mornings	☐ Wednesday Mornings	☐ Thursday Mornings	☐ Friday Mornings
☐ Monday Afternoons	☐ Tuesday Afternoons	☐ Wednesday Afternoons	☐ Thursday Afternoons	☐ Friday Afternoons

Remember:
- Students currently registered in an Undergrad/Diploma program must also include a copy of their unofficial transcript
- Non-Chemistry APSc students must also supply a copy of their unofficial transcript.

Signature _____   Date: _____