

LONDON SCHOOL OF ECONOMICS, DEPARTMENT OF ECONOMICS

Application for Graduate Teaching Assistant (GTA) for the Academic Session: 2016/2017 (NEW APPLICANT)

PLEASE READ CAREFULLY BEFORE COMPLETING THIS APPLICATION FORM. Complete Part A as fully as possible. Forward Part B for completion by their referee. Both parts of the form can be returned separately if necessary.

PART A:

Title: _____ First Name: _____ Family Name: _____

Date of Birth: _____ Nationality: _____

****IMPORTANT: if appointed, you will be required to provide proof of your right to stay and work in the UK, e.g. copy of visa, passport, National Insurance card before your TA appointment can be confirmed.****

Permanent Contact Address: _____ Term-time Contact Address: _____

Telephone/Email: _____ Telephone/Email: _____

Give details of you current degree of study, including current year of study, i.e. 1st year, 2nd year, etc? If not at LSE, provide copies of exam mark transcripts where relevant.

(continue overleaf in necessary)

Give details of previous degrees studied, including university details, start and end dates of study. Provide copies of exam mark transcripts where relevant.

(continue overleaf in necessary)

NOTE: Allowing for the variation in the number of classes required for each course, hours are based on a minimum of 1 hour (1 class group) up to a maximum of 5 hours (5 class groups) per week for 20 weeks. For the larger courses (particularly 1st and 2nd year courses), a minimum weekly commitment of 2 - 3 hours per week is normally required.

Number of Class Groups requested: 1 (20 hours)	<input type="checkbox"/>	2 (40 hours)	<input type="checkbox"/>
3 (60 hours)	<input type="checkbox"/>	4 (80 hours)	<input type="checkbox"/>
		5 (100 hours)	<input type="checkbox"/>

*****IMPORTANT – PLEASE READ***:** In addition to the weekly classes, please consider the time required for class preparation, office hours, attending meetings and lectures, marking course work, completing class registers and other administrative duties. In the Summer Term (early May to mid-June) you will carry out script marking duties. You should plan to remain in London during the full marking period. Before you accept any offer of teaching you should bear in mind that you will be expected to mark scripts even if you are sitting your own examinations during the same period. It is not sufficient reason to opt out of marking because you have your own exams.

Give details of previous formal/informal teaching experience. Provide copies of previous teaching evaluations so we have a measure of your performance.

(continue overleaf in necessary)

Give details of formal teacher training/workshops/courses attended:

(continue overleaf if necessary)

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PART A continued:

Please choose a maximum of **FOUR** courses which you think you could teach well and number in order of preference, i.e. 1 for 1st choice, 2 for 2nd choice, etc):

1st year courses →

Economics A (EC100)

☐

Economics B (EC102)

☐

2nd year courses →

Microeconomic Principles I (EC201)

☐

Microeconomic Principles II (EC202)

☐

Macroeconomics Principles (EC210)

☐

Introduction to Econometrics (EC220)

☐

Principles of Econometrics (EC221)

☐

Economics in Public Policy (EC230)

☐

3rd year courses →

Advanced Economic Analysis (EC301)

☐

Political Economy (EC302)

☐

Economic Policy Analysis (EC303)

☐

Development Economics (EC307)

☐

Econometric Theory (EC309)

☐

Behavioural Economics (EC310)

☐

Industrial Economics (EC313)

☐

International Economics (EC315)

☐

Labour Economics (EC317)

☐

Economic Theory and its Applications (EC319)

☐

Monetary Economics (EC321)

☐

Public Economics (EC325)

☐

Problems in Applied Econometrics (EC333)

☐

Course details can be found at: <http://www.lse.ac.uk/economics/currentStudents/courses.aspx>

If your application is successful we will try to allocate your 1st choice course. However, this might not always be possible so you should be prepared to be flexible and fit in according to the overall needs of the Department.

Please state briefly your reason for wishing to teach, plus any other information you think is relevant:

(continue overleaf in necessary)

Are you in receipt of/applying for a scholarship or any other financial support?

Yes ☐

No ☐

If 'Yes', please give details:

Does this prevent you from accepting paid employment?

Yes ☐

No ☐

All new applicants are expected to attend a short series of full-day and half-day training courses before a teaching appointment can be confirmed. Attendance is compulsory unless you have prior relevant experience. If English is your second language, your spoken English will be assessed at the training course. If necessary, you will be asked to attend English for Teaching Purposes support classes in the School's Language Centre. For more information on this, please go to <http://econ.lse.ac.uk/jobs/classsteaching/>.

ALL TAs are expected to make a commitment to teach for the full academic year, i.e. September to June. Only apply if you are sure you can make such a commitment. You should not undertake other work, e.g. as a Research Assistant, if this will prevent you from completing your TA duties. It is your responsibility to be aware of any [VISA restrictions](#) on the number of hours you are permitted to work.

I have read and understand this form and I accept the terms on which the offer of a teaching position is made.

Signed _____

Date _____

Please return this form to Mark Wilbor, London School of Economics, Department of Economics, Houghton Street, London, WC2A 2AE or email to Econ.Teaching@lse.ac.uk.

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PART B: REFERENCE REQUEST FORM

Instructions to the Referee

Please provide the information requested below. You may also include a separate letter of recommendation if necessary.

1. On a scale of 1 – 10, where 1 = excellent and 10 = poor, how would you rate the candidate in terms of:
 - a. Academic excellence
 - b. Suitability for part-time teaching (as far as you know)
 - c. Spoken English – is the candidate fluent and easily understood?

2. Does the candidate have any particular strengths or weaknesses, which you think would affect his/her teaching performance?

3. Are there any special circumstances that are relevant to this candidate's application?

4. Do you have any general comments to make?

5. On a scale of 1 – 10, where 1 = excellent and 10 = poor, how would you rate this candidate's application overall.

(continue overleaf in necessary)

Name (please print) _____

Your relationship to the applicant: _____

Signed _____ Date _____

Please return this form to Mark Wilbor, London School of Economics, Department of Economics, Houghton Street, London, WC2A 2AE or email to Econ.Teaching@lse.ac.uk.