



**Department of History
Traditional M.A. Program
Graduate Assistantship Application**
Phone: 989-774-3374
E-Mail: jordalrr@cmich.edu

Name _____
(Last) (First) (Initial)

Present Address _____ (Telephone) _____
(Number/Street)

(City/State/Zip Code)

Permanent Address _____ (Telephone) _____
(Number/Street)

(City/State/Zip Code)

E-Mail Address _____

Please Note: Students seeking the Traditional M.A. in History should also consider applying for one of the Graduate Research Fellowships awarded by the College of Graduate Studies. These fellowships require a separate application.

Previous Study			
Institution	Dates Attended	Hours in History	Degree/Date Received

Overall GPA _____ GPA in History _____ [please supply complete transcripts]
(A = 4, B = 3, etc.)

Minors/Cognates _____

Teaching or Other Work Experience		
Institution	Inclusive Dates	Name of Immediate Supervisor

Coursework in History				
	Course Title	Institution	Credit Hours	Grade
Titles of Courses in European History				
Titles of Courses in U.S. History				
Titles of Other History Courses				

(Attach additional sheets if necessary.)

References (at least two in history)		
Name	Address	Institution

Send one of the enclosed recommendation forms, with a completed cover sheet, to each of your references.

Application Deadline: January 3, 2010



Department of History
Traditional M.A. in History

Recommendation for Admission and/or Graduate Assistantship

Applicant's Name: _____

I have asked _____ to submit a recommendation.

To the Applicant:

A student of Central Michigan University generally has the right to view official records of the university which concern him or her individually, including letters of recommendation. An applicant may, however, waive the right of access to letters of recommendation, in which case the evaluation covered by the waiver will be confidential and free from the student's right of access to them.

This waiver is not required as a condition of admission to the graduate program in history nor is it in any manner related to receipt of any services or benefits from Central Michigan University.

This waiver is effective only if the recommendation which it covers is used for the purpose for which it is specifically intended. The Department of History affirms that the statement covered by this document will be used solely for the purpose indicated above.

Please check one of the two options listed below. Sign and date the option which you choose.

I understand the above condition and I waive any and all right of access to the letter or statement identified above.

(signature)

(date)

I wish to retain my right of access to the letter or statement identified above.

(signature)

(date)

This section is to be completed by the recommender:

1. How long and in what capacity have you known the applicant?
2. Please rate the applicant in comparison to others whom you have known at similar stages in their career.

	Exceptional Upper 5%	Excellent Next 10%	Very Good Next 15%	Good Next 20%	Remaining 50%	No Basis for Rating
Scholarly potential in indicated field of study						
Creativity and originality						
Motivation and perseverance toward goals						
Ability to work with others						
Ability to work independently						
Ability to express thoughts in writing						
Ability to present thoughts in speech						

3. Please circle the strength of your overall endorsement.

Highly recommended

Recommended

Recommended with reservations

4. In your letter of recommendation, please comment specifically on the applicant's strengths and limitations for graduate study and college teaching. Descriptions of significant actions and accomplishments are particularly helpful in assessing the applicant's potential.

Signature _____ Date _____

Print/Type Name _____

Position/Title _____

Address _____

The Graduate Programs in History use a self-managed process in which the student gathers all of the application materials and submits them in a single packet. Therefore, when you complete this recommendation form, please place it along with your letter of recommendation in an envelope with your letterhead on it. Sign your name across the sealed flap of the envelope, and return it to the student who will submit all of his/her application materials in a single package.

If you are not comfortable with the self-managed application process, you may send your recommendation directly to the Graduate Studies Committee, Department of History, Central Michigan University, Mt. Pleasant, MI 48859. **Please note that applications are due January 3, 2010 and supporting documents must reach Central Michigan University by January 15, 2010.**