**Directions:**

1. **Fill out the questions below and return this form to Dr. Rachel Norman, Writing Program Director, TJ Day 314. You may answer the questions on a separate sheet of paper.**
2. **Attach an academic writing sample (minimum 1500 words).**
3. **Request a letter of recommendation from a professor who has taught you in a writing intensive course. Ask them to address both your writing skills and your interpersonal skills. Letters should be sent to Dr. Norman via email (**[**rnorman@linfield.edu**](mailto:rnorman@linfield.edu)**).**

Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Term/ Year you’d like to begin: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Academic Standing: first-year soph. junior senior

Major & minor:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Are you eligible for federal work/study?\_\_\_\_\_

How would you like to join the staff?

\_\_\_\_\_\_ as a federal work/study employee

\_\_\_\_\_\_ as someone getting campus employment

How many shifts per week are you interested in: one shift (2 hours), two shifts (4 hours), three shifts (6 hours)

Have you taken an INQS?

Describe your writing process:

Briefly explain why you chose your writing sample and how you would revise it in the future:

Have you ever been tutored or helped on an assignment? Describe your experiences and discuss how you might use them to become a better tutor yourself.

Explain how working as a writing assistant fits your talents and interests:

Indicate your availability below:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Sunday | Monday | Tuesday | Wednesday | Thursday |
| 3:30 – 5:30pm |  |  |  |  |  |
| 6:30 – 8:30pm |  |  |  |  |  |
| 8:00 – 10:00pm |  |  |  |  |  |