

TEACHING ASSISTANTSHIP
FOR INTERNATIONAL DOCTORAL RESEARCHERS

APPLICATION FORM

PERSONAL INFORMATION

SURNAME

(please use exactly the same name as in your passport; please underline main name)

FORENAME(S)

(please use exactly the same name as in your passport; please underline main name)

NATIONALITY

GENDER

MALE

FEMALE

CORRESPONDENCE ADDRESS

Complete university address to which all correspondence will be sent.

FACULTY CHAIR

BUILDING/ ROOM

TELEPHONE

RUB-EMAIL *(must be valid and reachable)*

LECTURE PERIOD YOU APPLY FOR

Please indicate the lecture period you apply for (summer term or winter term + year).

YOUR TEACHING EXPERIENCES IN YOUR HOMECOUNTRY (DID YOU ALREADY TEACH?)

In case you already have teaching experiences in your homecountry please sum up your activities and personal experiences in teaching (it will be no disadvantage if you do not have teaching experiences up to now). Please also explain inhowfar the Teaching Assistantship will advance and expand these teaching skills.

YOUR TEACHING EXPERIENCES AT RUB (DID YOU ALREADY TEACH AT RUB?)

In case you already have teaching experiences at RUB please sum up your activities and personal experiences in teaching (it will be no disadvantage if you do not have teaching experiences up to now). Please explain in how far the Teaching Assistantship will offer new experiences to you and/or will advance and expand your teaching experiences at RUB.

TEACHING ACTIVITY YOU WILL TAKE OVER

KIND OF TEACHING ACTIVITY (e.g. Seminar, Übung, LabCourse):

FULL TITLE OF TEACHING ACTIVITY:

HOURS per WEEK (SWS):

VL-NUMBER:

PLANNED DAY & TIME:

STUDY COURSE your teaching contributes to (Bachelor or Master):

CONTENT OF YOUR TEACHING ACTIVITY

Please sum up briefly the main topics of your teaching activities

YOUR TEACHING RESPONSIBILITIES

Please give a comprehensive description of the teaching responsibilities you will take over and clearly outline your interaction with the students. If you support a lecture or another teaching activity of your chair please indicate this and also clearly explain your role and responsibility in interacting with the students.

YOUR PERSONAL AIMS TO TEACH STUDENTS

Please briefly outline your personal aims and interests to teach students and what you consider to be your most important aim in teaching. Please shortly describe in how far the teaching activity will advance your teaching profile and competencies.

YOUR PERSONAL MOTIVATION TO APPLY FOR A TEACHING ASSISTANTSHIP

Please briefly outline your personal and career aims by applying for a Teaching Assistantship.

GUIDANCE TO SUPPORT YOUR TEACHING EXPERIENCES

Please briefly outline the arrangements you could make with your supervisor to support you in preparing and running the teaching activity and in helping you to reflect upon your teaching experiences (e.g. you agreed to participate in a workshop or other high-level training on teaching, or to be individually and personally guided by your supervisor or another experienced researcher to reflect upon your gained experiences.)

FUNDING OF YOUR PHD

Do you have any funding for your PhD?

no yes

Which kind of funding do you have (*university means or third-party funding, position or scholarship*)?

STATEMENT

I certify that the information provided in this application is accurate to the best of my knowledge. I am aware that false answers, whether intentional or the result of negligence, are illegal and that their discovery will lead to the revocation of my admission. Furthermore, I agree to inform the Research School immediately of any changes or amendments.

I have read the notes for guidance including the notice about storage of personal data. I accept responsibility for the completeness of my application and agree that this application and accompanying documents shall remain with the RUB RS.

Place

Date

Signature

Incomplete applications will not be accepted. The application and accompanying documents will remain with the RUB Research School. Personal data will be stored in the computer files only to the extent necessary for the administration of applications in compliance with the "Federal Data Protection Law". Applications of unsuccessful candidates will be destroyed after one year.

NOTES FOR GUIDANCE

Before completing this application form and attaching the necessary documents, please read the following information carefully. It is meant to help you to submit a complete application and to assist us in evaluating it speedily.

Documents required with the application form

(Please do not send any original certificates):

- Hardcopy of the completed and signed application form**
Please either type or complete this form by using block capitals throughout. Complete all sections of the application as fully as possible. If a section does not apply to you please indicate this with N/A for not applicable. Please fill in the application form in English.
- University diploma(s) or degree certificate(s)** indicating the final grade(s) with transcript of records. The certificates must be accompanied by an explanation of the grading system.
- Admission to PhD with all restrictions that have to be fulfilled until submission of your PhD for doctoral researchers**
- Letter of reference by your first supervisor/ head of your chair**