In most cases, successful applicants must meet the following qualifications:
1. completed THEA 100 in a previous semester with a grade of a B+ or above.
2. completed 32 Penn State college credit hours by August 2019.
3. an overall GPA of 3.2 or above.
4. Major or minor in BA Theatre Studies; major in BFA Stage Management, Acting, Musical Theatre, or Design. Preference is given to BA Theatre Studies majors and minors OR received an invitation from a BA Theatre Studies faculty member or the College of Arts & Architecture Adviser to apply.

Students may register for 1-3 credits per semester depending on their ability to attend no, some, or all classes and the range of duties expected and assigned. Students who take the course for 1 credit will do less work than those who take it for 2 credits or 3 credits.

The instructor will assign specific duties at the beginning of the semester, but the main duties of undergraduate teaching assistants for THEA 100 are:
• To moderate online discussions about lectures and School of Theatre & other productions in the online discussion forum, Packback
• To perform administrative tasks such as copying and errands
• To attend regular TA meetings
• To assist graduate teaching assistants with scheduling, rehearsing, and Canvas administration

Undergraduate teaching assistant conduct:
• TAs are expected to treat all grades, content of tests, and content of student assignments as confidential.
• TAs are expected to treat all students with dignity and respect, as outlined in The Penn State Principles and in Penn State’s written policies on sexual harassment.
• TAs are expected to complete all assigned course readings, attend required performances, and attend class when possible.
• TAs are expected to complete assigned duties in a responsible and timely fashion.

All TAs must be able to attend a 2-hour training session on the Sunday before classes begin.
APPLICATION
THEA 100 UNDERGRADUATE TEACHING ASSISTANTSHIP POSITION
FALL 2019

NAME

EMAIL

PHONE

MAJOR

MINOR(S)

I’VE COMPLETED _______ CREDITS AT PENN STATE

BY AUGUST ‘19, I EXPECT TO HAVE COMPLETED _______ CREDITS AT PENN STATE

CURRENT GPA

I understand that teaching assistant positions are competitive, and that I may not be chosen this semester for a position. I also understand that I am responsible for registering for THEA 497 – Teaching Assistantship credit (1, 2, or 3 credits as agreed by me and the THEA 100 instructor).

________________________________________
Signature

Return this form on paper to Dr. Higgins in Room 123, Theatre Building or to Margaret Higgins, Performing Arts adviser in Borland 104. If you have questions, contact Dr. Higgins at jmh864@psu.edu.