



Graduate Programs

Graduate Assistantship Application

This is an application for employment form to be used in applying for a Graduate Assistantship in the College of Business Administration.

Requirements to be eligible for a GA position are as follows:

- 1) You must be accepted into the degree program in which you have applied
- 2) You must have a 2.75 undergraduate GPA
- 3) You must have a minimum of a 450 score on the GMAT
- 4) You must enroll as a full-time student (9 credit hours)
- 5) Must complete GA application, submit resume, and have two letters of recommendation (from employers, past instructors, etc.)

Please submit the completed Graduate Assistantship application to:

Barbara Moran, Coordinator of COBA Graduate Programs
University of New Orleans
College of Business Administration
Kirschman Hall, Room 319
2000 Lakeshore Drive
New Orleans, LA 70148

Your application will not be processed until you have submitted the above-mentioned materials and you meet ALL of the admissions requirements of your particular graduate program at the University of New Orleans.

If eligible and once processed, your GA application will be seen by various departments within the College of Business Administration. If someone in any of the departments considers you a candidate for a GA position in their area, they will contact you. After your paperwork is sent, it will be solely the discretion of the department to contact you for an available GA position.

Note: Please also apply with other offices around campus: Student Financial Aid, Admissions, Registrar, International Student & Scholars, etc.

Please try to submit all your GA paperwork at least three months prior to the semester for which you are applying.

Date: _____

Name: _____

Address: _____

City/State/Zip: _____

Phone Number: _____ UNO Student ID#: _____

What degree are you pursuing or intend to pursue?

____ MBA

____ MS in Accounting

____ MS in Health Care Management

____ MS in Hospitality & Tourism Management

____ Ph.D. in Financial Economics

____ Other (specify) _____

Have you been accepted for admission to the degree program checked above? ____ Yes ____ No

What is your expected date of graduation? _____ (Month/Year) _____ (Month/Year)
Undergraduate Graduate

When could you begin Assistantship? _____ (Month/Year)

What was your Undergraduate GPA? _____

Your Graduate GPA? _____ (on any graduate courses previously taken)

University Background:

Universities Attended	Dates Attended	Degree/Date	Major Field	Overall GPA
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

List any special professional and/or technical qualifications (e.g., empirical research experience, computer skills, etc.):

Have you taken the **GMAT** exam? ____ Yes ____ No _____ (Month/Year)

If Yes, list composite score: _____

If No, when do you plan to take the GMAT? _____ (Month/Year)

Have you taken the **GRE** exam? ____ Yes ____ No

Math Score: _____ Verbal Score: _____

Analytical Score: _____ Economics Score: _____

Have you taken the **TOEFL** exam? ____ Yes ____ No

If No, when do you plan to take the TOEFL? _____ (Month/Year)

Certification: I certify that the information provided here is true, to the best of my knowledge.

Signature of Applicant

Date