# Department of Materials Teaching Assistant Application Form

*All completed forms should be submitted* ***by 5:00pm on Friday, 6th December 2024*** *to Diana Passmore (*[*diana.passmore@materials.ox.ac.uk*](mailto:diana.passmore@materials.ox.ac.uk)*). All applications must include a letter of reference from your DPhil supervisor (this may be emailed directly to Diana but must still be received by the deadline). Applications without such a letter will not be processed unless previously agreed with Prof Pete Nellist.*

*Right-to-work check (identification document + visa/BRP if appropriate)* ***must*** *be presented to HR as part of the application (i.e. before the deadline date above).*

*Applications are encouraged from both 1st and 2nd year students – however applications from 1st year students will be given priority.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **A. Personal Details** | | | | | | |
| **Name**: | | | | **College**: | | |
| **Department of Materials Main DPhil Supervisor:** | | | | | | |
| **Email Address:** | | | | | **Year of Study:** | |
| **Departmental Contact Details (Building, Room number, and telephone number):** | | | | | | |
| **B. Academic Qualifications** (list practical / research experience gained in degree) | | | | | | |
| **Previous Degree(s) Subject / level** | | | | **University** | | **Result** |
|  | | | |  | |  |
| **C. General Qualifications / Experience** | | | | | | |
| **Previous Practical Teaching Experience.** Includes any experience of teaching a practical skill such as a sport / hobby / musical instrument, as well as any formal practical skills. Description of duties should be < 50 words. Maximum 5 examples. | | | | | | |
| **Job Title / Role** | | **Duration** | | **Description of Duties** | | |
|  | |  | |  | | |
|  | |  | |  | | |
|  | |  | |  | | |
|  | |  | |  | | |
|  | |  | |  | | |
| **C. General Qualifications / Experience** | | | | | | |
| **Previous Theoretical Teaching Experience.** For example, maths coaching, teaching English. Description of duties should be < 50 words. Maximum 5 examples. | | | | | | |
| **Job Title / Role** | | **Duration** | | **Description of Duties** | | |
|  | |  | |  | | |
|  | |  | |  | | |
|  | |  | |  | | |
|  | |  | |  | | |
| **Specific Practical Skills / Technical Knowledge** :  Using the document “Practical Descriptions” please list below 4 × first year practicals and 4 × second year practicals that you feel you are best able to demonstrate, **in order of preference**. Beside each practical, please give brief reasons (< 50 words) how you meet the specific selection criteria for each practical.  You are advised to draw both on your postgraduate work and your undergraduate experience, plus any other experience you feel is relevant. | | | | | | |
| **Preferred Year 1 Practicals** | | | | | | |
|  | **Practical Title** | | **Suitability** | | | |
| **1.** |  | |  | | | |
| **2.** |  | |  | | | |
| **3.** |  | |  | | | |
| **4.** |  | |  | | | |

|  |  |  |
| --- | --- | --- |
| **Preferred Year 2 Practicals** | | |
|  | **Practical Title** | **Suitability** |
| **1.** |  |  |
| **2.** |  |  |
| **3.** |  |  |
| **4.** |  |  |

|  |  |
| --- | --- |
| Signature: | Date: |
| Reference letter included: yes / no / to be emailed directly | |
| Right-to-work approved by HR: yes/no | |

All the supporting documentation for this application can be found online at:

<http://www.materials.ox.ac.uk/teaching/pg/pgta.html>