**Practice Form: Graduate Assistantship Program**

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| All applicants must read the 2024/25 Graduate Assistantship Program Guidelines and ensure eligibility prior to applying.  The online form will time out after a while, so please write up your responses to the questions on this practice form so you can easily copy and paste. The guidelines and link to apply can be found here: <https://finearts-music.unimelb.edu.au/current-students/research-students/grants>  A letter of support from your supervisor and mentor is required. Applications without this are incomplete and cannot be assessed.  The application deadline for the 2023/24 Graduate Assistantship Program is 11.59pm, Monday 6 May 2024. Please note that the link to the application form will expire at 11.59pm and **late applications will not be accepted**.  Applicants will normally be advised of the outcome of their application within one month of the closing date. |
| |  |  | | --- | --- | | PART A - APPLICANT SUMMARY | | | Contact name: |  | | Student ID: |  | | University student email address: |  | | Course of study: |  | | Department and division: |  | | Confirmation/ formal review date |  | | Current thesis title: |  | | Have you been an Academic Assistant in previous years? |  | | Principal supervisor: |  | | Principal supervisor's email: |  | | Mentor: |  | | Mentor's email: |  |  |  |  | | --- | --- | | PART B - APPLICATION DETAILS | | | Please provide the rationale detailing your interest in taking up a Graduate Assistantship. Max. 200 words |  | | Please provide details on what teaching, research, and administrative tasks you are most interested in undertaking as part of the Graduate Assistantship Program. Max. 200 words: |  | | Please address the issue of workload and progress. For example, how will you manage a Graduate Assistantship without it impacting on your academic progress and candidature. Max. 200 words: |  |  |  | | --- | | PART C - CASUAL WORK PROPOSAL AND BUDGET | | * Please use the budget template which can be found here: <https://finearts-music.unimelb.edu.au/current-students/research-students/grants> * The budget should equal less than $8,600 (this amount is equal to a casual salary of $10,000 including on-costs) * The casual work load activities are flexible and dependant on the needs of the area and the skills and interests of the applicant * The budget will need to be approved by your nominated mentor via a letter of support which is to be uploaded in Section D - Supporting Documentation * The budget must be formatted as a PDF | | UPLOAD completed Budget Template: |  |  | | --- | | PART D - SUPPORTING DOCUMENTATION | | * Applicants must provide evidence of support from their Primary Supervisor and nominated mentor, in the form of a letter or Email * Template letters can be found here: <https://finearts-music.unimelb.edu.au/current-students/research-students/grants> * Please upload a copy of your recent Academic Resume * The format for all supporting documents must be PDF | | UPLOAD Letter of support from your supervisor: | | UPLOAD Letter of support from your mentor: | | UPLOAD Academic resume: | |