

## UNO – COLLEGE OF BUSINESS ADMINISTRATION

### GRADUATE ASSISTANTSHIP APPLICATION

Graduate assistantships represent a great opportunity to gain professional and academic experience in the field of study. The assistantships are awarded to students who have demonstrated high academic performance.

Graduate assistants receive tuition remission and a monthly stipend (salary) to work 20 hours per week on assigned professional responsibilities. The assistantships are available in the academic departments within the College of Business Administration and Nebraska Business Development Center. The duties assigned to graduate assistants employed by the academic departments within the College of Business Administration relate to collecting and processing research data for faculty members. The duties assigned to graduate assistant employed by Nebraska Business Development Center relate to business research and consultancy.

*The graduate assistants must be in good academic standing, are expected to be enrolled in minimum 6 (six) credit hours in each of the fall and spring semesters and may not register for more than 12 credit hours without the approval of both their supervisor and Graduate Dean.*

Assistantships are not automatically renewable and are dependent upon assessment of work and classroom performance.

For more information regarding policies and frequently asked questions, please access the following link: <https://www.unomaha.edu/graduate-studies/financing-your-degree/assistantships.php>

To apply for a graduate assistantship within the College of Business Administration and/or Nebraska Business Development Center please complete the application form below.

Please return this form and supported documentation to Lex Kaczmarek (MH 300), in person, by email to [lkaczmarek@unomaha.edu](mailto:lkaczmarek@unomaha.edu) or mail to:

LEX KACZMAREK

UNIVERSITY OF NEBRASKA AT OMAHA

MAMMEL HALL 300 B

6708 PINE STREET

OMAHA, NE 68182-0048

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City/St: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

## Work

[Home](#)

Cell

NU ID#: \_\_\_\_\_ Date Available: \_\_\_\_\_

E-mail: \_\_\_\_\_

| Degree Earned | Major | Date | Institution | GPA |
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GMAT Score: \_\_\_\_\_ When Taken: \_\_\_\_\_

☐ I have been admitted to the graduate program ☐ I have not yet been admitted to the graduate program

| Employer | City/State | Dates | Nature of Duties |
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1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_

| Name | Address |
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**--CREDIT HOUR PROGRESSION--**

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