



The following courses usually require TA support and are full term September 5 – December 31, 2024.
Refer to the timetable (www.uwindsor.ca/registrar/timetable-information) for class information

Note: *International students must be registered full-time in the term receiving the Teaching Assistantship, must maintain full time registration throughout and hold a valid study permit.

Note: Teaching Assistants cannot be employed for more than 100 hours per semester in total. If you already hold or have applied for another TA position, the total combined hours for all TA appointments held in all departments cannot exceed 100 hours. Must be registered for the term of work at time of hiring and must remain registered and in good standing.

Assistants cannot commence their TA duties until email confirmation of the approval of their contract is received from Human Resources (email titled “Authorization to Commence GA/TA Duties”).

TA employees are expected to make themselves available to report for all assigned duties, **both in-person/on-campus and remote/online duties**. Most classes across the University are held face-to-face on campus or have a face-to-face component. Refer to the University’s current [health and safety regulations](#).

Eligibility requirements: Successful applicants must be available to report for all assigned duties which may include both in person/on-campus and online duties. TA appointments shall be offered to qualified applicants in accordance with the criteria specified in Article 12:04 of the Collective Agreement. To be eligible for a Teaching Assistantship you must be a registered undergraduate student:

- must be registered for the term of work at the time of hiring.
- must maintain registration throughout the term and must be in good standing in the degree program.

Required essential qualifications: To be eligible, you must be a Business student and successfully passed the course with an 80% or better; an overall GPA of 70.0 or higher; must have good communication skills, reliable internet connection with video and audio capabilities and must be familiar with software such as MS Teams and Brightspace. Preference will be given to applicants in area of their specialization.

Additional specific requirements: MSCI 2130: Good working knowledge of MS Excel and MS Access including the development of macros within these environments. Must be available to attend labs and assist students during class time.

Student Name: _____ I.D.#: _____

Telephone/Cell # _____ Email: _____

Have you worked as a TA before? _____ Employee Number: _____

Management Science			
Course Code	Grade Achieved	Course Code	Grade Achieved
MSCI 1000		MSCI 3050	
MSCI 2020		MSCI 3200	
MSCI 2130		MSCI 3310	
MSCI 2200		MSCI 3410	
MSCI 2230		MSCI 4310	
Marketing			
Course Code	Grade Achieved	Course Code	Grade Achieved
MKTG 1310		MKTG 3340	
MKTG 2320		MKTG 4410	
MKTG 3320			

Office Use Only

_____ Semester

_____ Bus Crs

_____ Univ Crs

_____ GPA

Application forms are available from the Odette webpage www.uwindsor.ca/business

List previous TA experience by course number and hours worked: _____

Other areas you also applied this term: Accounting/Finance _____ Management/Strategy _____

Submit completed application form by email to: Lena Razwan, razwan1@uwindsor.ca by August 2, 2024 at 12:00pm

“In pursuit of the University of Windsor’s Employment Equity Plan, members from the designated groups (Women, Aboriginal Peoples, Visible Minorities, Persons with Disabilities, and Members of Sexual Minorities) are encouraged to apply”