

WINTER SESSION 2025-26: SPRING 2026 TERM
GRADUATE STUDENT APPLICATION FORM - TEACHING ASSISTANT POSITIONS
CUPE 4163 SPECIALIST INSTRUCTIONAL (LABORATORY INSTRUCTORS AND ACADEMIC ASSISTANTS)

YOUR CONTACT INFORMATION:

Name:	Surname:	First:
V#:	V0	UVic Email Address:

Your current degree program:	Year you started current program:
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List your top three preferences below, indicating the Course Number and Position Title (Academic Assistant or Lab Instructor):

1st Preference: Course: Position Title:

2nd Preference: Course: Position Title:

3rd Preference: Course: Position Title:

Every effort is made to assign TAs to at least one of their course preferences, however, it is not always possible. If you are offered a position that is not one of your preferences and you decline the offer, you may not be assigned another position, and your funding may be affected.

Please list relevant qualifications and experience pertinent to the above positions, and any potential value each position will have for your academic program or career plans.

There is no guarantee that you will be offered a position. Appointments are made in accordance with Article 13.02 (Appointment Procedures) and Appendix A of the CUPE 4163 Collective Agreement. Offers are first made to graduate students registered in the Department of Economics in Level 1 (MA Year 1-2 and PhD Years 1-3). Selection criteria includes: qualifications and ability based on academic merit and related experience, the career and/or pedagogical value of the position to the student, the student's preferences, and other sources of graduate student financial support being received.

Co-op Work Term Information:

- I intend to apply for, or have accepted a co-op position for the upcoming term
- I do not intend to pursue a co-op position for the upcoming term

By signing this form, I confirm that I am available in-person for the duration of the appointment as posted and acknowledge the commitment and responsibility required to accept a TA position. I will notify the Department immediately if my availability changes. I acknowledge that if I accept a position and am unable to fulfill my duties, future TA positions may not be assigned.

Applicant's Signature

Date

**Return by email to Charlene Toews,
 Administrative Officer, Department
 of Economics: ctoews@uvic.ca**

**Application Deadline:
 November 28, 2025**

INTERNATIONAL STUDENTS WILL BE REQUIRED TO SUBMIT A VALID STUDY PERMIT AND SOCIAL INSURANCE NUMBER IF THEY ARE SELECTED FOR EMPLOYMENT. YOU MUST BE REGISTERED AS A FULL-TIME STUDENT AT UVIC TO BE ELIGIBLE FOR WORK AUTHORIZATION. APPOINTMENTS WILL NOT BE PROCESSED BY PAYROLL UNTIL DOCUMENTATION IS PROVIDED.

The University is committed to upholding the values of equity, diversity, and inclusion in our living, learning and work environments. In pursuit of our values, we seek members who will work respectfully and constructively with differences and across levels of power. We actively encourage applications from members of groups experiencing barriers to equity.