



# ST. JOHN'S UNIVERSITY

## Application for Assistantship/Fellowship

This form must be submitted with an application for admission for assistantship/fellowship consideration.  
*Please note:* To be eligible for assistantships/fellowships, you must pursue full-time graduate study.  
Please check the desired department for GRE or GMAT requirements.

### OFFICE OF GRADUATE ADMISSION

8000 Utopia Parkway  
Queens, NY 11439

718-990-1601  
gradhelp@stjohns.edu

www.stjohns.edu

**Type of Assistance**

Graduate Assistantship       Doctoral Fellowship

**Proposed Major**

\_\_\_\_\_ Department \_\_\_\_\_

**Applying for**

Fall       Spring       Summer      Year \_\_\_\_\_

**Personal Information**  
(Please print or type)

This portion of the form must be completed.

Name \_\_\_\_\_  
Last (Family)      First (Given)      Middle Initial

X-number \_\_\_\_\_

Present Address \_\_\_\_\_  
Number and Street      Apt. #

City      State      Zip      Country

Email (required) \_\_\_\_\_

Home Tel (      ) \_\_\_\_\_ Business Tel (      ) \_\_\_\_\_  
Area Code      Area Code

Fax (      ) \_\_\_\_\_  
Area Code

Are you 18 years of age or older?     Yes     No

If under 18 years of age, please indicate date of birth: \_\_\_\_\_

Are you legally authorized to work in the United States?     Yes     No

If you are authorized to work, are you in F-1 or J-1 status?     Yes     No

If yes, date of expiration: \_\_\_\_\_.

Do you now, or will you in the future, require immigration sponsorship or work authorization (for example, H-18 status)?     Yes     No

Please provide the name and location of college/university from which you graduated.

Name \_\_\_\_\_

Location \_\_\_\_\_ Date of Graduation \_\_\_\_\_

**Colleges Attended:**

Name	Dates of Attendance	Major	Major GPA	Cum. GPA	Degree Received
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

**Background Information**

Please note: Graduate assistants and doctoral fellows, by the terms of their contract with the University, are prohibited from any other employment.

Please arrange for official GRE exam results to be sent from the Educational Testing Service, and GMAT exam results from the Graduate Management Admission Council, to the Office of Graduate Admission.

Date of Exam(s) \_\_\_\_\_

Have you been awarded an assistantship/fellowship previously?

When? \_\_\_\_\_ Where? \_\_\_\_\_ Type \_\_\_\_\_

List any other financial or scholarship assistance received. \_\_\_\_\_

## Background Information

Have you ever been disciplined for misconduct, suspended, expelled, or required to withdraw from any secondary or postsecondary educational institution?

Yes       No      If yes, please explain on a separate sheet of paper.

## Nondiscrimination Statement

Consistent with its mission as a Catholic, Vincentian and Metropolitan institution of higher education, St. John's University abides by all applicable federal, state, and local laws, and prohibits discrimination on the basis of race, color, national origin, religion, disability, age, gender, gender identity, sex (including sexual harassment and sexual violence), sexual orientation, marital status, alienage, citizenship status, status as a victim of domestic violence, genetic predisposition or carrier status, status in the Uniformed Services of the United States (including veteran status), or any other characteristic protected by law. The University also abides by Title IX of the Education Amendments of 1972. The University's policy of non-discrimination extends to employment opportunities, admission of students to its programs, and to the administration of its educational policies, scholarships, and loan programs, athletics, and other institutionally administered programs or activities generally made available to students at the University.

Keaton Wong, Director of Equal Opportunity and Compliance, is the University's Title IX Coordinator. Ms. Wong's office is in the Office of Human Resources, University Center, Queens Campus. Ms. Wong can be contacted at 718-990-2660 or wongk1@stjohns.edu. Jackie Lochrie, Associate Dean of Student Services, is a Deputy Title IX Coordinator. Ms. Lochrie's office is located in Bent Hall, Garden Level-Judiciary Suite-17C, Queens Campus. Ms. Lochrie can be contacted at 718-990-6568 or lochriej@stjohns.edu. Kathleen F. Meehan, Associate Vice President for Athletics/Senior Women's Administrator, is a Deputy Title IX Coordinator. Ms. Meehan's office is located in Lou Carnesecca Arena, Room 157, Queens Campus. Ms. Meehan can be contacted at 718-990-6173 or meehank@stjohns.edu.

Inquiries concerning Title IX's application to St. John's University may be referred to Ms. Wong. Inquiries may also be referred to the U.S. Department of Education, Office for Civil Rights.

In which department do you propose to conduct your graduate work?

\_\_\_\_\_

Please list any foreign language in which you are fluent.

\_\_\_\_\_

Please include any other information that might be useful in assessing your application.

Please rank your level of competence with computers/technology.

Excellent       Very Good       Good       Fair       Poor

List all programs with which you are familiar.

Please describe any previous research experience.

Experience	Location	Date
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

## Please Read Carefully Before Signing

- I, the undersigned (including electronic signature or transmission), hereby apply for an assistantship/fellowship position with St. John's University. If I am offered a graduate assistant (GA) position or fellowship, I agree to abide by all of the rules and regulations of the University, including those set forth in the University bulletins.
- I understand and agree that neither this application nor any written or oral communication by a St. John's University representative shall constitute an employment contract. If I am offered a GA position or fellowship, I will be asked to sign an agreement that will set forth the terms of my assistantship or fellowship.
- I hereby declare that my answers to the above questions are complete and true, and I understand that any false or incomplete statements are sufficient cause for dismissal or disciplinary action, including rescinding my assistantship or fellowship.

\_\_\_\_\_  
Applicant's Name (Please print or type)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please do not write below this line.

## Chair's Recommendation

Date \_\_\_\_\_