



Amount of funding requested:

\_\_\_\_\_ (number of weeks) x \_\_\_\_\_ (average number of hours) x \$8.25/hour  
= \$ \_\_\_\_\_

Supervisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Chairperson's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

***Proposals are due in Mimi Bartley's office in Hillman Hall by  
November 21, 2011  
Late applications will not be accepted.***

## **STUDENT REQUIREMENTS:**

At the beginning of the Spring Semester, Career Services/CVIL will publish the 2012-2013 Undergraduate Assistantship positions through the CareerPaths Career Management System. A student must do the following to be eligible:

- A. In order to complete the application process, the student must log into their CareerPaths account and submit a cover letter, resume, and references of two Simpson faculty or staff to all positions they are applying for.
- B. The student will have a personal interview with the individual who will be directing the particular undergraduate assistantship.
- C. To participate in the program, the student must hold a cumulative grade point of **at least 2.75** at the time of application.