

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

**James T. Meyer Outstanding Graduate TEACHING Assistant Award**  
Department of Geography, Pennsylvania State University

**Purpose** The James T. Meyer Outstanding Graduate Teaching Assistant Award recognizes graduate assistants for outstanding performance as teaching assistants in the Department of Geography.

**Eligibility** To be eligible for nomination **check off** the following:

- graduate student must have served as a graduate teaching assistant (TA) for at least two semesters within the last two years
- Degree candidates carrying the title of instructor are not eligible for the award.
- The graduate student must be in good academic standing and within the first two years for MS and four years for PhD.

**Nominations** Students, staff, and faculty members may nominate a graduate student for this award, and eligible graduate students may nominate themselves. ITEMS BELOW ARE REQUIRED – Please check each:

- This cover page completed
- a half-page nomination statement (approximately 350 words)
- a one-page resume highlighting the student’s teaching activities and states the student’s teaching philosophy
- a one-two page summary of teaching evaluations of the graduate assistant’s performance as a TA that were collected from students in the course(s) assisted by the TA for **EVERY** course taught including the following:
  - o # of teaching evaluations
- a maximum of three supporting documents should be included – preferably two from faculty members or teaching supervisor, and one from colleague or student taught.
- Four copies of the application packet must be submitted in above order and collated.

**Deadline** Submit application packet by **November 1** to the Administrative Assistants, 301A Walker Building and they will be forwarded to the department Awards Committee.

**Selection Process** Faculty members on the department Awards Committee will select the recipients. Applicants will be notified by letter of the award decision. Awards consist of \$500 and a certificate presented at the department’s spring award ceremony.

Requirements for this award are modeled on the Penn State Graduate School’s *Harold F. Martin Graduate Assistant Outstanding Teaching Award*. Applications are due November 1 for the University’s Martin Award. The Meyer award is required to be eligible for the EMS *George Schenck Teaching Assistant of the Year Award*, with applications due in the spring (approx Feb 1).

