

APPLICATION FOR GRADUATE STUDENT ACADEMIC SUPPORT

Students are essential to the mission of MTSU's Center for Historic Preservation (CHP), a research and public service institute founded in 1984. The CHP mentors students and provides them with experiential learning experiences. Selected individuals work on staff-directed projects at the CHP's office on MTSU's campus, at the Heritage Center in downtown Murfreesboro, or on assignment at other institutions.

Students currently enrolled at MTSU and recent graduates of MTSU or other academic institutions are encouraged to apply for academic support, which can include tuition remission and a stipend, or can include hourly wages.

Academic support opportunities vary by semester, and appointments depend upon how well the applicant's experience, skills, and research interests match current CHP projects. Most appointments are open for renewal if the individual's work demonstrates significant progress and accomplishment and if the student maintains a 3.0 cumulative GPA.

See more details about programs and positions on our Web site, www.mtsuhistpres.org.

Applications may be submitted for the **Fall semester beginning November 1 and ending March 1** (or until positions are filled), and for the **Spring semester beginning October 1 and ending December 1** (or until positions are filled). Applicants are encouraged to apply early in the cycle. Qualified candidates will be notified for an interview. See submittal instructions below. If you have any questions, please e-mail histpres@mtsu.edu.

I. Contact Information:

Full Legal Name _____
Last First Middle

Home Address _____

City _____ State _____ Zip _____ Telephone _____

Reply Address _____

City _____ State _____ Zip _____ Telephone _____

E-mail Address (required; if you have an MTSU e-mail, please provide it) _____

II. Current Academic Status:

- **Last degree received:**

☐ Date: _____ Institution: _____ Major field: _____

- **Current enrollment:**

☐ Not currently enrolled

☐ Projected graduation date: _____ Institution: _____
Major field: _____

III. Semester/Year Available to Begin Work: _____

IV. MTSU Admission:

If you will be attending Middle Tennessee State University, have you been fully and unconditionally admitted to an academic program? ☐ Yes ☐ No ☐ Not attending MTSU

If no, what is your application status? _____

V. Positions: (check all for which you are applying)

- **Masters students:**
 - ☐ Graduate Research Assistant (*MTSU only, semester-long, tuition/stipend*)
 - ☐ Research Assistant (*MTSU only, semester-long, paid hourly*)
 - ☐ Internship (*semester-long, paid hourly*)
 - ☐ Summer Assistant (*paid hourly*)
- **Ph.D. students:**
 - ☐ Graduate Research Assistant (*MTSU Public History only, 12-mo., tuition/stipend*)
 - ☐ Research Assistant (*MTSU Public History only, 12-mo., paid hourly*)
 - ☐ Fellowship (Circle one: Research, Writing, Doctoral) (*paid hourly*)

NOTE: Students wishing to satisfy an internship for university credit should contact their faculty instructor first and then reach out to us via e-mail at hispres@mtsu.edu.

VII. Recommendation Letters

Submit two recommendation letters with your packet: One from a current or former professor and one from a professional who has supervised you.

VIII. Submittal Instructions: To be considered, please submit the following:

1. This **Application**.
2. Current **Resume** including employment and educational experience.
3. Current unofficial **Transcript**.
4. **Writing Sample**, such as a *student paper, research report, walking tour brochure, media article, museum exhibit photos/text, journal article, press release, or National Register nomination*.
5. **Statement of Interest Cover Letter**, describing your interest in, and possible contribution to, the CHP's work. The CHP's work is varied and includes such services as *resource identification, documentation, and preservation; architectural assessment and recommendations; civic learning; heritage tourism; heritage and teacher education; exhibit development, research, and publications; oral history projects; and museum and visitor services*. See <https://www.mtsuhispres.org/>.

Create files in Microsoft Word or convert to PDF. (Application for Student Academic Support is already an editable and savable PDF form.) E-mail all four files as attachments to hispres@mtsu.edu. Depending on file size, you may need to submit in more than one e-mail. You will receive a confirmation by e-mail. If you have any questions about the application process, please call us at (615) 898-2947. Thank you for your interest in the MTSU Center for Historic Preservation.