

# University Writing Center Application for Employment

Name: \_\_\_\_\_

Major: \_\_\_\_\_

Anticipated graduation date: \_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

GPA: \_\_\_\_\_

Check courses completed with passing grades:

English 1050: \_\_\_\_\_ English 1060: \_\_\_\_\_

OR equivalent (please explain) \_\_\_\_\_

Name of faculty member reference (no letter needed): \_\_\_\_\_

To apply, submit:

- This form
- A cover letter explaining your interest in the position
- A writing sample (a paper from one of your classes)

To:

Dr. Michael J. Berntsen  
Interim Director of the Writing Center  
[michael.berntsen@uncp.edu](mailto:michael.berntsen@uncp.edu)  
D.F. Lowry 313 or Dial 133

For more information about the position, please visit our website at:  
<http://www.uncp.edu/writing/employment/>