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| **For Office Use Only**  Items Received:  \_\_\_\_\_ Application  \_\_\_\_\_ Cover Letter  \_\_\_\_\_ Resume  \_\_\_\_\_ Academic Schedule  \_\_\_\_\_ References  \_\_\_\_\_ Teaching Statement  \_\_\_\_\_ Interview |

**DEPARTMENT OF BIOLOGY**

**INTERNSHIP APPLICATION FOR TEACHING WITHIN THE DEPARTMENT FOR BIOL 369 CREDIT.**

Department of Biology, WKU, TCNW 201

1906 College Heights Blvd. #11080

Bowling Green, KY 42101-1080

Phone: 270-745-3696, Fax: 270-745-6856

Email: [biology@wku.edu](mailto:biology@wku.edu)

**Please complete this application entirely. Failing to do so will result in a delay processing the application. You will need to attach the following information with your completed application: cover letter, resume, teaching statement and your upcoming academic schedule.**

**Student Information**

Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ WKU ID: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Academic Major: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Minor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Current GPA: \_\_\_\_\_\_\_\_\_\_\_

Co-Op/Intern Course Number: \_\_\_\_\_\_\_\_\_\_\_\_\_ Term Enrolled: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ # Credit Hours: \_\_\_\_\_\_\_\_\_\_

Faculty Member Supervising Course: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Course Information**

Please list all Biology courses you have taken: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Please list all SMED courses you have taken: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list courses you have previously taught: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please list any other teaching experience you have had: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you completed the WKU FaCET Program? If so, when? Please attach a copy of your certificate. \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_­­­­­­­­­­­­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please circle the course you feel most comfortable teaching: Biol 114 Biol 121 Biol 123 Biol 131

Please list any additional information that would be relevant to teaching a Biology lab: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Please provide at least 3 Professional references**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Relationship to you \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship to you \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

May we contact this person? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ May we contact this person? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Relationship to you \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship to you \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

May we contact this person? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ May we contact this person? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

If selected for the Biology Internship, you will be required to teach an Undergraduate Biology majors/non-majors lab: Biology 114, 131, 121, 123. Please note most labs are two hours in length once a week for an academic semester. Each lab class size is generally between 18-24 students. There is both a lecture and experimental component to most labs, as well as creating and implementing of examinations and grading with record keeping. During the lab component, high levels of instructor-student interactions are expected, you are required to walk around and assist the students with the experiment. You will work closely with the Professor of record over the course to make sure you are covering required topics. You are expected to attend weekly meetings with the Professor of record and other TA’s. Below is a course description of each course.

Biology 114 General Biology Lab: A laboratory course correlated with BIOL113 for non-science majors emphasizing the scientific process, biological concepts and biological organization. Each week a different fundamental topic in biology is lectured upon, and then student's knowledge is expanded through an introductory laboratory experiment. There are weekly quizzes to start the class, which have to be graded and recorded. Laboratory, two hours.

Biology 121 Conc Cell Metab Genet Lab: Corequisite: BIOL 120 Introductory laboratory in biology that emphasizes the experimental aspects of cellular organization and processes, metabolism, DNA structure and replication, and Mendelian and population genetics. Each week a different fundamental topic in biology is lectured upon, and then student's knowledge is expanded through an introductory laboratory experiment.

Biology 123 Biol Conc Evol Div Ecol Lab: Corequisite BIOL 122 Introductory laboratory in biology for science majors that emphasizes the experimental aspects of evolutionary patterns and processes, diversity of life (bacteria, archaea, protists, plants, fungi, and animals), ecological principles, and conservation and management. Each week a different fundamental topic in biology is lectured upon, and then student's knowledge is expanded through an introductory laboratory experiment.

Biology 131 Human Anatomy & Physiology Lab: A basic anatomy and physiology course designed for students in physical education and health science careers. Emphasis is placed upon the concept of homeostasis and relationship of structure and function, as well as independent learning. Instructors of this course lecture a majority of each lab period, covering large amounts of information. Laboratory, two hours. (Non-majors science course)

**Please initial below if you agree to the following:**

You have fully completed the application to the best of your knowledge \_\_\_\_\_\_\_\_\_\_\_\_

You are capable of teaching one of the above courses \_\_\_\_\_\_\_\_\_\_\_\_

You understand the time and attention to teaching a lab \_\_\_\_\_\_\_\_\_\_\_\_

You understand and agree to keep student information confidential \_\_\_\_\_\_\_\_\_\_\_\_

Sign: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Once your application is completed please turn in a printed copy to the Biology Department in TCNW 201.