

**DEPARTMENT OF WORLD LANGUAGES, LITERATURES AND LINGUISTICS
WEST VIRGINIA UNIVERSITY**

**Departmental Application for
Graduate Admission & for Graduate Teaching Assistantships**

PLEASE READ! This is a supplemental application that should be submitted in addition to the online application to the university. Please fill it out and upload it at the Supplemental Materials --> Supplemental Application link in your online application account at <https://app.applyyourself.com/AYApplicantLogin/ApplicantConnectLogin.asp?id=wwugrad>. In addition to the university and supplemental applications, your academic credentials, and a TOEFL or IELTS score for international students, the following supporting documents should also be submitted:

- A 300-word Personal Statement. Please upload it at the Supplemental Materials --> Personal Statement link in your online application account.
- Three letters of recommendation. You should request your letters of recommendation through the online application system.
- An academic writing sample in the language of the area you are applying to study in. Please upload it at the Supplemental Materials --> Other Supporting Document 1.
- An academic writing sample in the language you are applying to teach, if different from the language of the area you are applying to study in. Please upload your writing sample at the Supplemental Materials --> Other Supporting Document 2.
- A recorded sample of your speech in the language you are applying to teach. Please see below for instructions on what to record and how to submit the sample.

To be assured full consideration, the applications and supporting documents should be returned by February 1st. Admission is possible for the fall semester only. Your application for a graduate teaching assistantship cannot be considered unless you have been admitted to the program.

Part 1: To be completed by all applicants:

1. Your first and last name:

2. Area of concentration to which you are applying: Primary: French Linguistics Spanish TESOL
(Please underline) If applicable: Secondary: French Linguistics Spanish TESOL

3. Honors, awards, and other evidence of scholarship:

4. Travel/Study Abroad (include locations and dates):

Part 2: To be completed by applicants for Graduate Teaching Assistantships:

To be eligible for a graduate teaching assistantship, you must be admitted as a graduate student.

5. Please underline the language(s) which you are applying to teach.

Arabic Chinese English French German Italian Japanese Portuguese Russian Spanish

6. Teaching Experience (if any):

7. Interaction with other cultures (e.g. foreign residence, cross-cultural studies or experience, etc):

8. Please submit the following even if you are a native speaker of the language you are applying to teach:
- A writing sample (such as a paper you have prepared for an academic course) if the language you are applying to teach is different from the one you are applying to study in **and**
 - A recording of your speech

Instructions on what to record:

- If you are applying to teach a language other than Chinese, please submit a five minute recording of an informal, natural conversation between you and a person of the opposite sex.
- If you are applying to teach Chinese, please submit a three minute self-introduction.

Instructions on how to submit your recording:

- You can use the Wimba software registered to WVU to record and send us your conversation. To use this method, your computer must have a microphone. Please click on the following link: <http://wvuvoice.wimba.com/wvuvoice/vmail?action=display&rid=382-1312293186895> If you are prompted to install or run Java, please do so. Next, you should get a screen that asks you to input information in the following fields:

From: please input your email address here

To: this field will be prefilled with the following address w13aass@mail.wvu.edu

Subject: Please put the name of the language that your recording will be in, followed by your first and last name. The subject line must be filled.

To start recording your conversation, please click the red dot button under Audio. To stop recording, please press the black square button. If you are not happy with your recording, and would like to record again, just click on the red button again, then click 'yes' to override the previous recording, and start recording again. When your recording is complete, just press the 'Send' button in the upper left-hand corner, and the file will be sent to us.

- If for some reason, you cannot use the method above, then please record your file using your own software or device, post your recorded file on a website (e.g., your website, YouTube, etc), paste the URL link to your file in the body of an email message, and email it to w13aass@mail.wvu.edu. In the Subject line, please put the name of the language that your recording is in, followed by your first and last name.
- If you absolutely cannot use the above two methods, then please email your recorded file as an attachment to w13aass@mail.wvu.edu. In the Subject line, please put the name of the language that your recording is in, followed by your first and last name.

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