



Center for International Education
605 Washington Street
PO Box 1857
Fayette, IA 52142
Phone: +1 (563) 425-5993
Fax: +1 (563) 425-5833
E-mail: intensiveenglishprogram@uiu.edu
Web: www.uiu.edu

INTERNATIONAL STUDENT ASSISTANT APPLICATION

International Student Assistants help the Intensive English Program to provide invaluable guidance for English language learners. Each International Student Assistant serves one year and must dedicate an average of 2-4 hours per week to tutoring sessions, conversation periods for the students, and student mentoring. The International Student Assistants report to the Intensive English Program Director.

Key Responsibilities

- Participate in training and any additional meetings held each term
- Lead IEP student tutoring sessions one evening a week
- Help students with homework or studying and explain some grammar concepts
- Plan and lead a weekly conversation hour for all IEP students
- Participate in group mentoring sessions with new IEP students 1-2 times per semester
- Promote a positive image of Upper Iowa University and American Culture
 - Create new English learning experiences
 - Speak about personal experiences or explain American Culture
 - Spend time with IEP students
 - Help IEP students adapt to UIU and Fayette
- Assist the IEP Institute to deliver quality programming
- Other duties as assigned

Qualifications

- Native English speaker or advanced level of English fluency
- Enthusiastic and strongly committed to helping people
- Knowledgeable of American Culture
- Able to articulate the mission of Upper Iowa University
- Responsible, flexible, and a sincere team player
- Good organizational skills
- Good cross-cultural communication skills
- A transcript that reflects diligence in academic work

When ready, please submit all paperwork to:

David Stewart
Center for International Education
Upper Iowa University
605 Washington Street
Fayette, IA 52142

Fax: (563) 425-5993
Email: mailto:intensiveenglishprogram@uiu.edu



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Name: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip Code _____

Peacock E-Mail: _____ Personal E-Mail: _____

Date of Birth: _____ Student ID: _____ Major: _____ GPA: _____

Please list any cross-cultural activities in which you have been involved domestically or abroad:

Please provide a 2 or 3 paragraph explanation of why you want to become an International Student Assistant (attach an additional sheet if necessary):

Please submit the most recent copy of your transcript with this application.