**Chabot College**

***Office of Institutional Research***

# Student Research Assistant Application Form: Spring 2019

To understand what our office does, please review the IR website at [www.chabotcollege.edu/ir](http://www.chabotcollege.edu/ir)

**Name: W#:**

**Best phone contact number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Circle one: Cell/Home/Work/Other phone**

**Email address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Mailing address: Street Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 **City: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Zip Code: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Highest level of education: \_\_\_High school graduate \_\_\_Some college \_\_\_College degree:\_\_\_\_\_\_**

**Num. of semesters at Chabot:\_\_\_\_ Num sems. in any college: \_\_\_\_\_ Major:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Which semesters will you attend Chabot: \_\_Spring 2019 \_\_Fall 2019 \_\_Spring 2020\_\_Fall 2020**

**Are you on Financial Aid this year? \_\_no \_\_yes Financial Aid next year? \_\_no \_\_yes \_\_applying**

**Current Math class or latest math class: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Circle: Current or Latest**

**Courses taken in social science/research (Sociology, Psychology, Anthropology, Statistics):**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Research experience (classwork, paid, or unpaid experience):**

**Please describe and provide examples of your experience in the following areas:**

**I. Specific Job Skills:**

• Experience in design and use of MS Excel tables, graphs, and text on PC or Mac Computer

• Experience and knowledge of various MS Word functions

• Experience with preparing Power Point slides, including tables and graphs

• Experience finding, retrieving, and using statistical data from Web sites

• Experience learning new software

# Student Research Assistant Application (continued)

**II. General Job Skills**

• How would you describe your level of English comprehension, writing, and communication skills?

• Please give an example of something you have done that illustrates your level of detail-orientation, thoroughness, and follow-through.

• Please describe a time you have taken on and completed a project independently.

• How organized are you – how will we know?

• Do you have any design experience and/or artistic ability?

**III. Brief Job History. Attach resume if you have one, if none, then please fill out:**

• Paid jobs you have had or have at Chabot/Las Positas (title, location)

• Other paid jobs you have held (titles, company or org)

**IV. Reference: Please list any Chabot faculty member\* who could serve as a professional reference. (No letter required. References of finalists may receive a phone call.)**

Reference Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reference Phone Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reference Email\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*Note: if you do not know a Chabot faculty member who can serve as a reference, that’s fine. Please list a former supervisor or teacher instead.

***Thank you!***

***Please return via email to:* Dr. Cynthia Gordon da Cruz, Coordinator of Institutional Research**

**cgordondacruz@chabotcollege.edu**

**Chabot College, Room 166**