**DEPARTMENT OF BOTANY**

 **ACTIVITY TUITION WAIVER: BOTANY EDUCATION ASSISTANT**

 **2019-2020**

 **Application Deadline: March 15, 2019, 4 p.m.**

Name: \_\_\_\_\_\_\_\_ W number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_ email: \_\_\_

Current WSU GPA: Current Major GPA: \_\_\_\_\_\_\_\_ (BTNY courses only)

Botany courses (BTNY) completed to date:

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

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Botany courses that you are currently taking:

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

Botany courses you plan to take next year:

Summer: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Fall: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Spring: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

To apply, submit this completed form and a one-page explanation of how the Activity Tuition Waiver will benefit both you and the department as you fulfill your duties as education assistant. Your responsibilities if you are awarded a waiver are given on the reverse. **In applying for an Activity Tuition Waiver, you agree to meet the requirements of the waiver.**

**Submit your completed application to Dr. Harley (TY416)**

**or the Botany Department Office (TY424).**

**Weber State Botany Department Activity Tuition Waiver:**

**Application Requirements and Responsibilities if Awarded the Waiver**

**Minimum Requirements for an Activity Tuition Waiver:**

• Must have completed a FAFSA.

• Must be a full-time student (12 semester hrs. minimum) throughout the contract period.

• Must include a hard copy of your transcript (an unofficial copy is acceptable) or CatTracks page with this application.

• Must be a Botany major at time of application.

• Must have a minimum WSU GPA of 2.5.

• Must have a minimum major GPA of 2.5.

• Must have completed 12 semester hours of Botany courses that count toward the Botany Major. (If you will complete 12 semester hours by the end of the Spring semester in which you apply, you will qualify for the scholarship.)

**Responsibilities for the Botany Education Assistant:**

As the Botany Department Tuition Wavier Education Assistant, you are expected to help with the care and function of the greenhouse and herbarium with regards to their role as educational resources. Examples of potential activities include:

A. Maintaining, planting, and acquiring classroom instruction plants with appropriate informative label (pest management, pruning, identification)

B. Creating and updating educational materials (greenhouse treasure hunts, informative signs for Lind Garden)

C. Leading greenhouse and herbarium tours and assisting with open house events

D. Creating “Science on Display” materials

E. Working on herbarium collections and promotion

**Additionally:**

The student shall meet with their advisor at the beginning and of each semester (and end of final semester) to:

1. Determine educational objectives associated with the experience
2. Complete a documented assessment of whether or not the you achieved the objectives
	1. This could include participation in some type of academic work as part of their experience such as
		1. keeping a journal
		2. writing reflective papers
		3. evaluating themselves
		4. reading appropriate materials, etc.