University Writing Center
W496: Writing Consultant Training Seminar
Information Sheet

The UWC seeks undergraduate students who desire to learn more about writing, people, and themselves by becoming writing center consultants.

WHO IS ELIGIBLE?
♦ You are eligible if you have completed W131 or W140 or its equivalent, and preferably (but not required) one additional writing course.
♦ You do not have to be an English major to apply - the UWC welcomes students from all disciplines - variation strengthens the UWC’s ability to work with writers.

WHAT ARE THE BENEFITS?
♦ Becoming a writing consultant offers you opportunities to learn and work in a supportive, pre-professional environment.
♦ You will learn more about your own writing as you talk one-on-one with UWC clients about their writing projects.
♦ You will learn “real world” communications skills – valuable preparation for professions that require face-to-face interactions with students, clients, patients, or employees.
♦ You will learn professional skills before venturing into the job market or grad school.
♦ Becoming a student consultant offers you a “place” on campus where you can develop relationships with other motivated students and faculty.

WHAT DOES THE W496 CONSULTANT TRAINING SEMINAR INVOLVE?
♦ Students enroll in W496: the Writing Center Consultant Seminar will meet Fridays, 9am - 11:40 am during Fall 2015. The seminar is a 10-hour internship offering “hands-on” learning opportunities – but conveniently located on campus.
♦ W496 students learn about consulting ethics and strategies for working with other writers. When they’re ready, they apply what they’ve learn by working 6 hours a week in the UWC, with the support of veteran student and faculty consultants.

WHAT HAPPENS AFTER TRAINING?
♦ Students who successfully complete the W496 internship may choose to join the UWC staff in Spring 2015 as paid consultants earning $10.00/hr.

HOW DO I APPLY?
♦ Complete the Writing Consultant Application attached to this information sheet.
♦ Don’t forget to include your introduction, two sample papers, two recommendation letters from faculty, and the application form.
♦ Candidates will be contacted to schedule an informal interview. Authorization to enroll in W496 is based on application folders and interviews.

DO YOU HAVE QUESTIONS OR CONCERNS ABOUT THE APPLICATION?
♦ Visit the UWC in CA 008H or in UL 2125 and talk with consultants who will be happy to share their experiences with you.
♦ Contact Jennifer Mahoney (jpmahone@iupui.edu ) who will be happy to talk with you about W496 and life in the UWC ☺
University Writing Center

W496: Writing Consultant Internship Application

Questions and prompts apply to fall 2014. Please print neatly.

Name_________________________________________ Phone________________________________

Snail mail address_____________________________________________________________________________

City____________________________ State_________ Zip_________________

Student ID #_____________________________ E-mail______________________________________________

_________________________ Minor ________________ Academic hours completed

Are you involved in campus programs that require large blocks of your time? Yes  No

If yes, what program(s) and how many hours per week? _____________________________________________

__________________________________________

Do you work full- or part-time? If yes, where and how many hours per week?

__________________________________________

Application Process

Step 1. Read the W496: Information Sheet (appended). Then prepare a folder that contains the items listed below:

✓ Write an introduction to your application folder. The introduction should be a 250-300 word explanation of why you want to become a writing consultant. Focus on the ways becoming a student consultant will help you realize personal, academic, or professional goals. Creative approaches to this introduction are appreciated.

✓ List two faculty members who will write letters of recommendation for you. Letters may be sent to Jennifer Mahoney (jpmahone@iupui.edu) or included in your application folder. Applications may be dropped off at CA 505 or UWC CA 008H.

Name_________________________________________ E-mail ________________________________

Campus phone ____________________________ E-mail ________________________________

Name_________________________________________ E-mail ________________________________

Campus phone ____________________________ E-mail ________________________________
Two papers, written for any college class(es), that demonstrate your abilities as a writer. These papers need not be revised for this application: do not write new ones. Please list titles of the papers chosen and answer the questions below.

Title #1:

Assignment and/or purpose:

In what specific ways does this document demonstrate your strengths as a writer?

Title #2:

Assignment and/or purpose:

In what specific ways does this document demonstrate your strengths as a writer?

Step 2. Place the folder containing these materials to the UWC in CA 008H or drop them off in the plastic mailbox on the door of CA 505.

NOTE: When registering for classes, you should register for the classes they would take if they were not taking W496. After being authorized to enroll in W496, you may add W496, and it is recommended you drop one other course.