

ECO 495 – Undergraduate Supervised Teaching (UTA)

Department Policy and Instructions

To be considered for a position as an ECO 495 UTA, you must satisfy the University and Department policy.

1. For ECO 181 or ECO 182, you must meet the requirements in *either* (a) *or* (b):
 - (a) You must have taken *both* ECO 181 *and* ECO 182 (or their equivalents from other institutions), received at least an A- grade in the appropriate course for which you will assist, and have a GPA of 3.3 or higher overall and in Economics.
 - (b) You must have received at least an A- in the appropriate upper-level course (ECO 405 Microeconomic Theory, or ECO 407 Macroeconomic Theory) and have a GPA of 3.3 or higher overall and in Economics.
2. For all other courses, you must meet the requirements in *both* (a) *and* (b):
 - (a) You must have received at least an A- grade in the course in which you will assist.
 - (b) You must have a GPA of 3.3 or higher overall and in Economics.
3. You must have at least 60 credit hours already completed.
4. You must have a recommendation letter from the supervising faculty member for whom you will serve as a UTA.
5. You must fill out the ECO 495 Application below and submit it to ecomain@buffalo.edu with the recommendation letter from the supervising faculty member and a current copy of your Academic Advisement Report.
6. To be considered, all paperwork must be received before the last day of each semester's Add/Drop period.

Information regarding Add/Drop deadlines may be found on the Registrar's website:
<https://registrar.buffalo.edu/registration/howtoregister/drop-add-resign.php>

Note: For Economics BA degree students, a maximum of 3 credits from *either* ECO 495 *or* ECO 496 are allowed to count toward your any-level Economics elective requirements.

If your application is approved, you will be automatically force registered into ECO 495 for 3 credit hours and will see the update in your class schedule via your HUB student center. There is no need to fill out a separate force registration request form.



OFFICE USE ONLY
DUGS Decision:

ECO 495 – Undergraduate Supervised Teaching (UTA) Application

Name: (Last, First) _____ UB email: _____

Person #: _____ Cell phone: (_____) _____ Current Major: _____

Overall GPA: _____ ECO GPA: _____

Term for which you are applying to serve as a UTA: FALL SPRING Year: 20____

Supervising Faculty Member: _____ ECO 495-TUT 5-Digit Class #: _____ Section: _____

Do not leave blank. You can find the 5-Digit Class # and Section in the HUB course schedule. If you need assistance, please contact the Economics office.

Select the course for which you are applying to serve as a UTA:

- ECO 181: Intro to Macroeconomics ECO 182: Intro to Microeconomics
 ECO 405: Microeconomic Theory ECO 407: Macroeconomic Theory ECO _____: _____

For the Economics BA degree, a maximum of 3 credits from *either* ECO 495 *or* ECO 496 are allowed to count towards your any-level ECO elective degree requirements.

Have you previously taken ECO 495 or ECO 496? YES NO

For ALL UTA Applicants:

1. Do you have a minimum of 60 credit hours completed? YES NO
 2. Do you have a GPA of 3.3 or higher in Economics? YES NO
 3. Do you have an overall GPA of 3.3 or higher? YES NO

For ECO 181 or 182 UTA Applicants:

- a. Have you taken both ECO 181 *and* ECO 182? YES NO
 b. Have you received at least an A- in the course in which you'll serve as a UTA? YES NO
 c. If you have not taken ECO 181 and ECO 182, then have you taken the counterpart upper-level equivalent course (i.e. ECO 405 or ECO 407) and received at least an A-? YES NO

For ECO 405, 407, or other UTA applicants:

- a. Have you received at least an A- in the course in which you will serve as a UTA? YES NO

Submit this application to ecomain@buffalo.edu with (1) your current Academic Advising Report and (2) letter of recommendation from the supervising faculty member.

Applicant Signature: _____ Date: _____

Supervising Faculty Name: _____

Supervising Faculty Signature: _____ Date: _____