



# Student Aide Application 23-24

## TRI 1 2 3

**\*Completing Application Does Not Guarantee Placement\***

**\*Trimester 2 Deadline is Friday, December 8th**

*Please complete fillable portions online, print and retrieve signatures for remaining portions.*

Placement of student aides will be at the discretion of the Assistant Principal. Student aides will first be placed in one of the offices (Assistant Principals'/Attendance Office or Guidance Office) before being placed in a classroom. Your preference will be accommodated as much as possible, but please remain in the class on your schedule until you have been notified of a student aide placement. You are representing your school; all offices expect students to conduct themselves appropriately and professionally.

Student name (print) \_\_\_\_\_ Grade \_\_\_\_\_

The hour I would like to be a student aide is:

(Check One) Hour 1 \_\_\_\_ Hour 2 \_\_\_\_ Hour 3 \_\_\_\_ Hour 4 \_\_\_\_ Hour 5 \_\_\_\_ Hour 6 \_\_\_\_

The course I wish to drop to be a student aide is:

Class \_\_\_\_\_ Hour \_\_\_\_\_ Teacher signature \_\_\_\_\_

The materials for the class I am dropping have been returned. Teacher initials \_\_\_\_\_

I wish to be a student aide for the following office or **staff member**: \_\_\_\_\_

Please provide a brief explanation of the duties this student will be performing:

There are a limited number of student aide positions available each trimester. Student and parent must both sign this form, even if student is 18. Daily attendance is mandatory. Your supervising staff member will take attendance. Interested students must be in grade 11 or 12 and must be satisfactorily progressing towards graduation. Interested students must have a "clean" current attendance AND discipline record. All credits and state mandated tests for graduation need to be up-to-date. A student may be a student aide only one period per trimester. No credit is award for being a student aide.

Student signature \_\_\_\_\_ Date \_\_\_\_\_

Parent signature \_\_\_\_\_ Date \_\_\_\_\_

**Staff signature** \_\_\_\_\_ Date \_\_\_\_\_

- ✓ I verify that I can only have **ONE** student aide per hour (Teacher initials \_\_\_\_\_)
- ✓ I understand that the student aide **must be supervised by me at all times** (Teacher initials \_\_\_\_\_)

Counselor signature \_\_\_\_\_ Date \_\_\_\_\_

Asst. Principal signature \_\_\_\_\_ Date \_\_\_\_\_