

Teacher's Assistant Application

Please complete this application in order to be considered for a Teacher's Assistant. Prior school attendance, disciplinary actions, grades and credits earned will be factors in the decision to grant a student approval to be a Teacher's Assistant.

Name: _____ Circle your grade level: Junior Senior

STEP ONE- Please read the following expectations for Teacher's Assistants:

- Maximum of one assistant per teacher per period per quarter.
- No assistant permitted on a teacher's prep period.
- Teachers/Staff have the right to refuse any assistant.
- Only Juniors or Seniors may be a TA.
- GPA must be at least 2.8 to apply.
- No disciplinary referrals for behavior during the previous/current calendar year.
- Attendance rate of 96% or higher
- No failed classes during high school career.
- Assistants must work only at high school or as otherwise approved.
- No credits are awarded to teaching assistants. This may affect athletic eligibility if a student fails a class during the term.
- Must be on track to graduate.

STEP TWO- Please fill out the following information:

GPA _____ Number of Absences _____ Number of Discipline Referrals _____

Teacher for whom you are requesting to be a Teacher's Assistant: _____

Block during which you are requesting to be a Teacher's Assistant: _____

Quarter(s) during which you are requesting to be a Teacher's Assistant: _____

The information I provided above is accurate. I understand that any negative behavior at Mt. Vernon High School may result in my application being denied and/or my removal from a Teacher's Assistant position.

Student Signature

Date

STEP THREE- Have the teacher you wish to TA for fill out the following:

Teacher/Staff Name: _____

Teachers/Staff are responsible for enforcing the following policies:

- TA must follow all student handbook policies.
- Assistant should be supervised except when traveling through the halls at teacher's request.
- Assistant should only travel through the halls at teacher's request.
- Assistant must wear visibly their TA pass while in the hallway.
- Assistant must leave pass with teacher daily.
- Assistant may not have food or drink in the classroom/office.
- Assistant may only sit at teacher's desk/computer with teacher's permission.
- Assistant may only use computer/phone for educational purposes.
- Assistant will eat lunch when the class is assigned to lunch.

I agree and take responsibility for the above named student to serve as a Teacher's Assistant in my classroom.

Teacher Signature

Date

STEP FOUR- Return this form to Ms. Roach in the Counseling Center.

Approved or Denied: _____ By: _____

