



**Junior and Senior
Off Period/Aide Application**
School Year _____



Full Name (Print): _____ Grade: _____

As a junior or senior with room in your schedule, you are able to apply for an **Off/Aide Period**. You must meet the criteria listed below to be eligible for an Off/Aide Period(s). Applications **will not** be considered without student and parent signature.

If you wish to apply for an Off Period, please select the period(s) that you wish to be off campus. **Please note that you MUST be off campus at the time that you are assigned Off Period(s). Also, you are only allowed 1 Off Period and/or Aide position each day.**

Off Periods Available:

_____ **1st Period:** (M: 8:30am-9:15am; T: 8:30am-10:05am; Th: 8:30am-10:05am)

_____ **4th Period:** (M: 2:10pm-2:55pm; T: 2:10pm-3:50pm; Th: 2:10pm-3:50pm)

_____ **5th Period:** (M: 9:20am-10:10am; W: 8:30am-10:05am; F: 8:30am-10:05am)

_____ **8th Period:** (M: 3:00pm-3:50pm; T: 2:10pm-3:50pm; Th: 2:10pm-3:50pm)

If you wish to apply for an Aide position, please circle the position(s) with which you are most interested. It is important to note that Aide positions will not be study halls. Students will have duties in their assigned position which will allow students to build their college resume and attain college recommendation letters from staff.

_____ **Nurse Aide: Period** _____

_____ **Front Office Aide: Period** _____

_____ **Library Aide: Period** _____

_____ **Elementary Athletics: Period** _____

If you are applying for an Off Period, please note that you/your child MUST be off campus during their assigned Off Period. This means you/they must have transportation to leave and/or arrive on campus at the scheduled time.

If you are applying for an Aide position, please note that Aide positions will not be study halls. Students will have duties in their assigned position which will allow students to build their college resume and attain college recommendation letters from staff.

If you agree to these terms, please sign below.

Student Signature: _____ Date: _____

Parent Signature: _____ Date: _____

Office Use Only: Date: _____ Approved: _____ Denied: _____ Reason: _____

For office use only:

Juniors must meet the following requirements to be eligible for an off/aide period:

- ☐ Must have a minimum of 14 credits (semester 1) and 16.5 credits (semester 2) (must include 2 Math, 2 English, 2 Science, 2 Social Studies, 2 LOTE, 1 Physical Education, 1 Health, 1 Speech)
- ☐ Passed the following STAAR EOC exams (Algebra 1, Biology, English 1, English 2)
- ☐ Must be caught up on service hours. (8 hrs for each high school year attended at Gateway)
- ☐ CPR completed
- ☐ Not owe any attendance hours

Seniors must meet the following graduation requirements to be eligible for an off/aide period.

- ☐ Must have a minimum of 21 credits (1st semester) and 23.5 credits (2nd semester) (Credits must include: 3 Math, 3 Science, 3 English, 3 Social Studies, 2 LOTE, 1 Health, 1 Speech, 1 Physical Education, 1 Fine Art, Money Matters)
- ☐ Endorsement completed or enrolled
- ☐ Passed all STAAR EOC exams (Algebra 1, Biology, English 1, English 2, US History)
- ☐ CPR completed
- ☐ Completed or enrolled in either 2 dual credit courses, 2 advanced placement courses, or College Prep English and Math courses.
- ☐ Completed or enrolled in AP exam
- ☐ Must be caught up with service hours (8hrs for each high school year attended at Gateway)
- ☐ ACT or SAT exam taken, if completed Algebra 1 in middle school
- ☐ Not owe any attendance hours
- ☐ Completed the Peace officer interaction instruction
- ☐ CCMR - Meets at least one indicator below
- ☐ Assessments at College Readiness Level for BOTH Reading AND Math

☐ **Meet ONE of the following Reading Indicators AND**

- ☐ TSI: Reading ≥ 945 AND Essay Score ≥ 5 OR < 945 AND Essay Score ≥ 5 AND Diagnostic Score ≥ 5
- ☐ SAT: Reading ≥ 480
- ☐ ACT: Combined English and Reading ≥ 40
- ☐ College Prep English course (Texas College Bridge)

☐ **Meet ONE of the following Math Indicators**

- ☐ TSI: Math ≥ 950 OR < 950 AND Diagnostic Score ≥ 6
- ☐ SAT: Math ≥ 530
- ☐ ACT: Math ≥ 22
- ☐ College Prep Math course (Texas College Bridge)

OR one of the following:

- ☐ AP Exam ≥ 3 any subject
- ☐ Dual Credit - 3 college hours in English
- ☐ Dual Credit - 3 college hours in math
- ☐ Dual Credit - 9 college hours in any subject
- ☐ OnRamps enrollment and qualifying for 3 college credit hours in any subject
- ☐ Military Enlistment (DD Form 4 required)