Print Form



Student Aide Contract Form

Office of Teaching and Learning Mat-Su Borough School District 501 N. Gulkana Palmer, AK 99645

P: (907) 746-9212 || F: (907) 746-9292

Special Instructions: The guidelines for serving as a student aide are as follows:

- Grade will be Pass/Fail and will be assigned by the supervising faculty member.
- Evaluation will be determined by the Student Aide Assessment Form.
- A Student Aide position will be worth one-half (1/2 or 0.5) credit per semester.
- A maximum of two (2) credits can be accumulated.
- Only one Aide position is allowed per student each semester.
- If ten (10) unexcused absences are accumulated in this course, credit will not be earned.
- It is recommended that a faculty member have no more than two (2) Student Aides in a semester.

The original form is to be filed in the student's permanent file after approval; one copy is to be filed with the counselor; one copy is for the student.

Student Name		Student ID	Phone #			
Mailing Address		Grade Level	Graduat	Graduation Year		
		High School				
l	<u> </u>					
Faculty/Instructor			Period			
Room # / Location			Semester			
Requirements:						
☐ Junior or Senior	in good acad	demic standing				
☐ Enrolled in at lea	ast three (3)	courses at Student Aide site. Ma	ay include enrollment in Dis	trict-Wide CTE courses.		
Courses:						
		v the guidelines of the Mat-Su E		tudent Aide Policy. I		
understand ten (10) unexcused	absences may result in the loss	of credit.			
Student Signature		Date	Parent / Guardian Signatur	re Date		
	_	Faculty / Instructor Signature	Date			
Recommendations ((Signature in	dicates approval is recommende	rd)			
		.,	,			
School Counselor Signature		Date	School Principal Signature	Date		

INST14 Rev: 09/22/2023

Student Aide Assessment Form

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Special Instructions: Check the box that accurately describes your assessment of the student. If any skill is noted as being "unacceptable," the student is in jeopardy of losing credit for the Student Aide course.

This form is to be:

- Copied and retained by the supervisor of the Student Aide.
- Filled out at the end of the semester.
- Copied and shared with the Student Aide.
- Returned to the student's counselor.
- Copied and given to the school registrar for entering credit.

in the stude	nt's permanent me.							
ent Name		Student ID		Phone	#			
ng Address		Grade Level		Gradua	ation Year			
		High School						
		J						
ty/Instructor				Period				
# / Location				Semeste	r			
Employability Skills				,	Acceptable	Unacceptable		
Punctuality and Attendance - Arrives at work site / station on time - Ten (10) absences in this course may result in loss of credit and/or a failing grade								
Productive Attitude and Personal Qualities - Demonstrates personal character (for example: honesty, ethics, integrity) - Shows courtesy and respect (tact) - Appropriately dressed and groomed								
- Dependable	in work assignments	uality						
: Ten (10) un	excused absences in this coul	rse may result	in a loss of credit	at the hig	h school lev	el.		
cional Comme	nts							
			Faculty / Instru	ctor Signa	ture	Date		
	ent Name ag Address ty/Instructor a # / Location Punctuality al - Arrives at w - Ten (10) ab grade Productive At - Demonstrat - Shows cour - Appropriate Time Manage - Dependable - Uses time e	ent Name Ing Address Ity/Instructor In # / Location Employabili Punctuality and Attendance - Arrives at work site / station on time - Ten (10) absences in this course may regrade Productive Attitude and Personal Qualities - Demonstrates personal character (for exence of the station on time) - Shows courtesy and respect (tact) - Appropriately dressed and groomed Time Management - Dependable in work assignments - Uses time efficiently without sacrificing of	Student ID Grade Level High School ty/Instructor # / Location Employability Skills Punctuality and Attendance - Arrives at work site / station on time - Ten (10) absences in this course may result in loss of orgrade Productive Attitude and Personal Qualities - Demonstrates personal character (for example: honest - Shows courtesy and respect (tact) - Appropriately dressed and groomed Time Management - Dependable in work assignments - Uses time efficiently without sacrificing quality : Ten (10) unexcused absences in this course may result	ent Name Ig Address Grade Level High School Employability Skills Punctuality and Attendance - Arrives at work site / station on time - Ten (10) absences in this course may result in loss of credit and/or a fail grade Productive Attitude and Personal Qualities - Demonstrates personal character (for example: honesty, ethics, integrity - Shows courtesy and respect (tact) - Appropriately dressed and groomed Time Management - Dependable in work assignments - Uses time efficiently without sacrificing quality : Ten (10) unexcused absences in this course may result in a loss of credit clional Comments	Employability Skills Employability Skills Punctuality and Attendance - Arrives at work site / station on time - Ten (10) absences in this course may result in loss of credit and/or a failing grade Productive Attitude and Personal Qualities - Demonstrates personal character (for example: honesty, ethics, integrity) - Shows courtesy and respect (tact) - Appropriately dressed and groomed Time Management - Dependable in work assignments - Uses time efficiently without sacrificing quality : Ten (10) unexcused absences in this course may result in a loss of credit at the higher states of the product	Student ID Phone # Graduation Year High School Employability Skills Employability Skills Acceptable Punctuality and Attendance - Arrives at work site / station on time - Ten (10) absences in this course may result in loss of credit and/or a failing grade Productive Attitude and Personal Qualities - Demonstrates personal character (for example: honesty, ethics, integrity) - Shows courtesy and respect (tact) - Appropriately dressed and groomed Time Management - Dependable in work assignments - Uses time efficiently without sacrificing quality : Ten (10) unexcused absences in this course may result in a loss of credit at the high school leverage and respect to the productive of the		

Note to the Registrar: Course # 9971/9972 or 9990.

A maximum of two (2) credits may be accumulated as a Student Aide.