

Contract

**Psychology 398A: Undergraduate Teaching Assistantship (Mandatory Pass/Fail)**

Submit to Undergraduate Secretary, Tobin 509, no later than two business days before end of add/drop period.  
**LATE CONTRACTS WILL NOT BE ACCEPTED.**

Student Name	Spire ID	
Email address	TA Semester	Course
# of Previous Practica (RA/TA/internship) credits: (courses ending in 98 – a maximum of 18 practicum credits can be applied to your 120 credits toward graduation)	Spire Registration Appointment Date:	
Hours/week (3 hours/week for each credit):	*Credits contracting for:	
Faculty Sponsor:	Overall GPA:	

Student and faculty sponsor should meet to agree upon the responsibilities and expectations for this position. These expectations should be maintained in writing by the faculty sponsor. Check off the responsibilities and describe the role of the student:

Attend lectures	Student role and expectations:
Run discussion groups	
Run review sessions	
Hold office hours	
Proctor exams	
Library research	
A-V duties	
Meetings with sponsor	
Grading assistance (specify in description)	

Student and faculty sponsor should agree upon the responsibilities of the faculty sponsor in supervising the student. These expectations should be maintained in writing by the faculty sponsor. Describe the nature of faculty supervision:

Specify how the work of the student will be evaluated:

I agree that I have discussed responsibilities with my faculty sponsor and that I understand these responsibilities. I intend to fulfill these expectations.

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

The above named student and I have discussed and agreed upon the responsibilities of the student and the supervisor.

Faculty sponsor: \_\_\_\_\_ Date: \_\_\_\_\_

\*Note that credit overloads (to register for more than the maximum # of credits in a semester) must be approved by the CNS Dean. Form available online at: <http://www.cns.umass.edu/students/academic-advising/forms>