



## Katherine L. Albani Middle School Student Assistant Application

Requirements:

- Behavior
  - Consistently Follows the 3 B's
  - No suspensions
  - No unexcused absences
- Academics
  - 2.0 or higher grade point average
  - No Ds
  - No Fs
- One teacher recommendation

Be sure to ask a teacher to fill out the recommendation form on the back and turn this form into Student Services. You will be notified whether or not you are approved to be a Student Assistant by the Counseling Department. Students are assigned to be a Student Assistant by semester, based on requirement eligibility. Students who do not maintain a 2.0 GPA or get D/F/U grades will NOT be able to be a Student Assistant for the following semester.

Student Name: \_\_\_\_\_ ID # \_\_\_\_\_ Grade: \_\_\_\_\_

Please choose three of the following departments in order of preference where you would like to be a Student Assistant: (Rating from 1-first choice, 2-second choice, 3 -third choice)

_____ Science	_____ Math
_____ English/Language Arts	_____ Physical Education
_____ History/Social Science	_____ Enrichment/Elective
_____ Office	_____ Library

(Choose one)

I wish to be a Student Assistant for: Semester 1 \_\_\_\_\_ Semester 2 \_\_\_\_\_

**I UNDERSTAND THAT BEING A STUDENT ASSISTANT REPLACES MY ENRICHMENT COURSE AND IS NOT GIVEN A LETTER GRADE, BUT IS PASS / NO PASS. IT IS ALSO NOT INCLUDED IN MY GRADE POINT AVERAGE, BUT A PASS WILL ALLOW ME TO EARN 2.5 CREDITS.**

I understand I will not be considered for this program if I do not meet the above requirements.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

## Katherine L. Albiani Middle School Teacher Recommendation

**Student will fill out this portion:**

Student Name: \_\_\_\_\_ ID # \_\_\_\_\_ Grade: \_\_\_\_\_

Please check which Student Assistant position you are applying:

Teacher Assistant for \_\_\_\_\_ During Period: \_\_\_\_\_

Office Assistant (All Office Assistants will be interviewed)

**Teacher will fill out this portion:**

You have been asked to complete this recommendation because the student is applying to be a Student Assistant. Please complete the recommendation with your honest opinion and return to student services. Thank you in advance for your help.

Please rate this applicant by checking the appropriate box.

	Poor	Fair	Average	Good	Excellent
Ability to work in a group setting					
Acceptance of Responsibility					
Attendance					
Citizenship					
Communication skills					
Decision making skills					
Involvement in school activities					
Leadership ability					
Maturity					
Positive Attitude					
Prompt at turning in assignments/meeting deadlines					
Reliability					
Respect toward others and their opinions					
Self-directed/motivated					
Willingness to help/volunteer					

Teacher Name: \_\_\_\_\_ Teacher Signature \_\_\_\_\_

Additional Comments: