

OASIS HIGH SCHOOL
APPLICATION FOR STUDENT AIDE/ INTERN PLACEMENT

When you have completed this form, *and received the required signatures from the teacher and your parent*, please return it to the *front office*. This form must be complete and have all necessary signatures to be considered. A completed application does not guarantee a placement.

In order to be a student aide at OHS, a student must meet all of the following qualifications.

The student aide must:

- ✓ Be a Senior (grade 12).
- ✓ Have a 3.0 non-weighted GPA through the completion of 11th grade.
- ✓ Have no more than 10 absences in the previous school year.
- ✓ Have a teacher that is willing to have an aide in his/her room, or in the front office.

While working for a teacher, in the media center, for support staff, or in the office*:

- ✓ The student aide will not grade papers or handle confidential information.
- ✓ The student may organize materials, prepare for/clean up from activities/labs, deliver items and/or run errands for the teacher (on campus).
- ✓ The teacher will not be on planning.
- ✓ The teacher will not have more than one aide per period, preferably per day.
- ✓ The student aide will wear a name badge when leaving the classroom.
- ✓ The student aide will behave appropriately in all areas, and will not repeat information or discussions overheard while serving in this position.
- ✓ The student aide shall exhibit positive attendance habits.

*Students who do not meet these expectations will be placed in an elective.

Please complete all of the following information:

ID#	LAST NAME	FIRST NAME	12 GRADE
E-mail address			

Teacher Requested: _____ Period Requested: _____
(print the name of the teacher you want to assist) (can list multiple options)

By signing below, the student, teacher, and parent understands the qualifications and expectations listed above.

Teacher Signature _____

Student Signature _____ **Parent Signature** _____

PLEASE DO NOT WRITE BELOW THIS LINE

Request denied _____

Request approved _____

An appointment has been scheduled with Ms. Show, Room 126 at (time/date) _____

An appointment has been scheduled with _____, Room 124 at (time/date) _____

Please report to guidance at the assigned time to discuss your request. Do not report unless called.