



JEP Memorandum of Understanding – Mini Course Teams

In placing USC students in your classroom for the next eight weeks, this MOU outlines the responsibilities and expectations for both you and the students assigned to your classroom.

Teacher Agreement:

I, _____ (*print name*) understand and agree to the expectations below:

- I will have my students prepared and ready to learn with our JEP students for each of the scheduled assignment days/times these next eight weeks.
- I will notify the JEP student(s) assigned to my classroom as soon as possible of any changes to our regular schedule that may impact one of their scheduled JEP sessions.
- I understand that JEP students are not in training to be teachers and may need help managing the classroom and I will assist them as necessary to ensure a positive learning experience for both the classroom and JEP students.
- I agree to remain in the classroom at all times while JEP student(s) are in my classroom as I am personally liable for the supervision and safety of my students in accordance with the laws of California.

Teacher Signature

Date

JEP Mini Course Team Member Student Agreement:

I understand and agree to the expectations below:

- I will arrive prepared and on time for each of my scheduled assignment days/times these next eight weeks.
- I will dress appropriately for my work with young neighborhood children (*shorts and skirts must fall near knee length, shirts must have sleeves without revealing cleavage or inappropriate logos or graphics, shoes must be closed-toed [safety issue], hats/caps cannot be worn*).
- I will call the school if I will be late or unable to make my assignment for any reason, and I understand that I will need to arrange a make-up assignment with my cooperating teacher.
- I will not use my cell phone for any reason during my JEP assignment (this includes calls, texting, browsing, etc. Phones should remain in bags).

Mini Course Team members, please sign below (use the back sheet if necessary)

USC Student Signature

Date

USC Student Signature

Date

USC Student Signature

Date

USC Student Signature

Date