GT1000 Team Leader Contract

AS A TEAM LEADER, I SHALL:

ACADEMIC INTEGRITY:
- Remain in good academic and judicial standing and maintain a minimum of a 2.20 cumulative G.P.A.

GT1000 RESPONSIBILITIES:
- Attend and be on time to all classes and meetings unless the instructor has been notified in advance.
- Assist the instructor during the class period and help him or her keep track of graded coursework when asked.
- Serve as a mentor, role model and resource to the GT1000 students.
- Communicate openly with my instructor and fellow TLs.
- Recognize and value the course, the other TLs and the Center for Academic Enrichment, and actively work to ensure the course’s success.
- Organize at least 1 out of class program for my GT1000 students to attend.

PERSONAL CONDUCT:
- Not violate any Georgia Tech policy, including those stated in the Student Code of Conduct.
- Ensure fair, objective and impartial treatment of all persons with whom I deal, avoiding any behavior that demeans persons or creates an intimidating, hostile, or offensive environment and never condoning any such behavior on the parts of others.
- Review Family Education Rights and Privacy Act (FERPA). Understand that it affords students certain rights with respect to their educational records. Uphold those rights, and handle any sensitive and personal materials (graded work, anything with GT IDs, etc.) with caution.
- Treat any information that is divulged to me due to my position with confidentiality, excluding violations of the honor code and local and state law.
- Always be mindful of appropriate boundaries of the mentor-student relationship. TLs are explicitly prohibited from pursuing any romantic relations with first-year students enrolled in their particular section of GT1000.
- Understand the expectations and policies of the institute related to sexual harassment.

AS A TEAM LEADER, I AGREE TO ALL OF THE TERMS STATED IN THIS CONTRACT. I UNDERSTAND THAT BY COMMITTING A BREACH OF THIS CONTRACT, I MAY CONSEQUENTLY LOSE MY POSITION AS A TL.

I,_______________________________________, have read and understand the above responsibilities and expectations. My signature on this agreement signifies that I will be responsible for the above requirements.

Signature _______________________________ Date _______________________________