

Teaching Assistant Application

Korean School of Federal Way

2018-2019

English Name:	Korean Name:
Email:	Phone:
Home Address:	

Parent/Guardian's Name:	Relation to You:
Parent/Guardian's Phone:	

School:	Grade:	유학생 <input type="radio"/> (Y) <input type="radio"/> (N)	KAPA Member <input type="radio"/> (Y) <input type="radio"/> (N)
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The Korean School of Federal Way follows the Federal Way School District calendar and will be in session from September to June (30 classes). In order to provide the best learning environment for our students, TAs must be committed to attending class *regularly*.

Are you available *regularly* on Saturday (9:15 am – 1:15 pm) for the *entire* 2018-19 school year?

(Y) (N)

If no, which dates do you foresee a time conflict?

If no, what other commitments and/or activities are you involved in that may prevent you from attending class regularly?

Please rate your own Korean ability:

	Beginner		Intermediate		Fluent
Speaking	1	2	3	4	5
Reading	1	2	3	4	5
Writing	1	2	3	4	5

Application must include passport-sized ID photo and most recent school transcript.

Teaching Assistant Agreement

Korean School of Federal Way

2018-2019

I understand that:

...I am a *role model* and part of the *teaching staff* at KSFW.

I will act accordingly and not ‘play’ or ‘socialize’ with the students or other TAs during class and break time.

- No hats, cell phones, or gum during school hours (9:15 am – 1:15 pm).
- No food or drinks (except water) permitted inside classrooms.
- No giving out candies or treats to students unless approved by the teacher.
- No gratuitous physical contact (e.g. ‘horsing around’) with students or other TAs.

- Dress Code:**
- I will dress in work appropriate attire.
 - Pants must have a zipper or button closure.
(No sweatpants, yoga pants, or gym shorts.)
 - Leggings/tights must be worn with a skirt/top covering to the mid-thigh.
 - Skirts and shorts must be at least fingertip length.
 - No rips, holes, or exposed undergarments.
 - Shoes must have an enclosed heel or ankle strap. (No flip flops.)

...I will notify Principal Lee (206-679-8328) in advance for *absences* and *tardies*.

- Absence requests must be made at least 24 hours prior to class.
- Absences without notification will be considered unexcused.
- A pattern of unexcused absences or tardies will result in immediate dismissal.

...I am expected to attend all 30 classes during the school year (September – June).

...I must submit a **TA Application** prior to starting my first day.

It will include a passport-sized ID photo and my most recent school transcript.

Volunteer Name

Volunteer Signature

Date