

# PSY 1970 Undergraduate Teaching Experience Learning Agreement

Students must complete this form with their faculty supervisor before gaining the permission number to register for PSY 1970 credit.

Please read the following directions on how to process this form:

1. Complete this Learning Agreement in collaboration with your faculty supervisor and obtain his or her signature.
2. Email signed agreement to [psyaadv@pitt.edu](mailto:psyaadv@pitt.edu) to obtain a permission number.
3. Enroll in PSY 1970 through your Student Center through the my.pitt.edu portal. You must register for this course in order to receive credit.

## Student Information

Student Name: \_\_\_\_\_ PeopleSoft number: \_\_\_\_\_

PITT Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Term (i.e., Fall 2016): \_\_\_\_\_ Number of Credits (1-3): \_\_\_\_\_ (1 credit= 55hrs/2 credits=85 hrs/ 3 credits=120 hrs)

Title/Number of Course for UTA experience: \_\_\_\_\_

## Pre-requisites

PSY GPA: \_\_\_\_\_ (Must have 3.5 or higher) Cumulative GPA: \_\_\_\_\_ (Must have 3.0 or higher)

Total # of Psychology Credits (include current term): \_\_\_\_\_ (Must have 12 credits or more)

Have you previously completed the psychology course chosen for TA experience, or have proficiency in subject area of course, subject to faculty approval? (Circle one) YES NO

Please note: Students must be registered for PSY 1970 during the semester in which the UTA hours are completed.

## Acknowledgement of University Policy

This course is offered on an S/N basis only.

\_\_\_\_\_ (initials) I hereby recognize that my role as an Undergraduate Teaching Assistant binds me to the University policies of Academic Integrity and appropriate Faculty-Student Relationships as outlined in the University's Undergraduate Bulletin and at <https://www.as.pitt.edu/faculty/teaching/guidelines-arts-and-sciences-undergraduate-teaching-experience>

## Faculty Supervisor

Faculty Sponsor Name: \_\_\_\_\_  
*Last* *First*

E-mail Address: \_\_\_\_\_ Campus Phone Number: \_\_\_\_\_

Campus Address: \_\_\_\_\_

A **minimum** Psychology GPA of 3.5, an Overall GPA of 3.0, along with having completed 12 credits of psychology (including current term), and previous completion of psychology course chosen for TA experience (or proficiency in subject area of course, subject to faculty supervisor approval).

If a student has not met the requirements, **faculty** supervisors may waive any of these requirements below:

\*The student has not met the following prerequisite(s) (**check all that apply**):

- Psychology GPA
- Overall GPA
- Completed 12 credits of psychology (including current term)

Sign and check off the pre-requisite(s) only if the student has **NOT** met the above pre-requisites.

Faculty Supervisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Evaluation Criteria

**Faculty Supervisor: Student Responsibilities (the criteria, in part, upon which student will be evaluated:**

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**Faculty Supervision**

**Faculty Supervisor: Please describe the extent of your supervision of the student's role, including frequency of meeting and methods of "evaluation":**

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**Student and Faculty Signatures**

**Student:** (Please initial each item and sign below.) My signature indicates that I agree to:

\_\_\_\_\_ Fulfill the hours and duties listed above,

\_\_\_\_\_ Submit a mid-term and end-of-term reflective paper to CourseWeb by the published semester deadlines

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

**Faculty Supervisor:** By signing below, I agree to **1)** provide direction/feedback to this student over the course of term, **2)** monitor the student's hours, and **3)** submit a grade recommendation to the Psychology Advising Office by the requested end-of-semester deadline.

\_\_\_\_\_  
**Faculty Supervisor Signature**

While the Psychology Undergraduate Advising Office values your opportunity for students to participate in this experience our primary concern is the safety of the students. Given the COVID-19 pandemic and the University of Pittsburgh operating postures please provide additional details about how students will complete this experience adhering to the Flex@Pitt (<https://teaching.pitt.edu/#Flex-Pitt-Instructional-Model-Fall-2020>) guidelines. For example:

- Will they work only remotely?
- Will they have in-person responsibilities?
- If you plan to have your teaching assistant work in-person in any capacity, have you discussed their rights to refuse or change their in-person commitment at any time throughout the term and how will that change their responsibility?
- What accommodations will you provide to the student should they become ill with COVID-19 during the term and need to take a significant amount of time off?

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**Registration Authorization (Advising Office use only):**

\_\_\_\_\_  
Psychology Advisor Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Class Number

\_\_\_\_\_  
Permission Number