4/26/05

University of Arizona
UNDERGRADUATE PRECEPTOR CONTRACT
(to be completed by the student at the beginning of the semester)

Student Name: _____ **Semester/Year:** _____

I agree to participate in the _____ *(program or department)* **as a preceptor in**

_____*(course number),* _____*(course title)*

with instructor, _____ *(name)* **and in return receive** _____*(number*

credits for _____ *of)* **(preceptor course).**

1. I agree to attend class regularly and to be prepared to lead assigned in-class activities. I will make myself available to assist students in the classroom and on my own time for pre-test study sessions, I will attend weekly preceptor training meetings, and I will participate actively and enthusiastically on the class teaching team. I understand that the degree and quality of my participation in these activities will be one measure of the fulfillment of my preceptor contract.

2. I agree to complete the textbook readings, any additional readings, and papers on an accelerated schedule, and to complete class assignments ahead of time (as needed), so that I will be prepared to help classmates with the same work. I understand that my accelerated completion of readings and assignments, as well as my mastery of the course material needed to help my fellow students, will be one measure of the fulfillment of my preceptor contract.

3. I agree to submit weekly e-mail or hard copy reports to _____ *(instructor)* about how the class is going and how students are dealing with the activities, assignments, readings, quizzes, and exams. I understand that the timeliness, thoroughness, and quality of these required reports will be one measure of the fulfillment of my preceptor contract.

4. I will treat students in the class who come to me for help and advice with courtesy and respect, but I understand that I do not have to force help on students who do not want it.

5. I understand that my role is not to give answers to students, but to help them find their own solutions to problems.

6. I understand that sometimes I will not know how to address a student's problem. For situations beyond my level of expertise, I will personally see that the student gets appropriate attention from the graduate teaching assistant (GTA) or instructor.

7. I understand that the instructor and GTA are committed to making the preceptorship an educational and rewarding experience for me. I will reciprocate by using every opportunity to make my experience as a preceptor a positive learning experience.

_____   _____
Student Signature   Student ID   Date

_____   _____
Instructor Signature   Date