

University of Pennsylvania School of Nursing
Teaching Assistantship
Memorandum of Understanding (MOU)

Directions: The TA should complete this form and provide copies to the course faculty, academic advisor, and Office of Student Services for placement in the student's file.

Student: _____ Semester/Year: _____

Course Faculty: _____ Course: _____

This MOU covers the _____ semester and addresses the following responsibilities to be completed by the teaching assistant (TA). The role of the TA will vary according to the needs of this course and the time commitment may vary each week. As stated by the Office of the Provost, a teaching assistantship is a commitment of approximately 16 hours per week (or 8 hours for half-time TAs) throughout the semester, although the number of hours in a given week may be more or less depending on course needs. In order to be considered a student in good academic standing within the university, satisfactory performance in this role is expected.

Brief Description of Responsibility after Discussion with Course Faculty

Before semester begins:

Beginning of semester:

During the semester:

End of the semester:

Faculty Signature

Date

Teaching Assistant Signature

Date

Academic Advisor

Date