

Chabot College
Learning Connection

Learning Assistant Request

If you are interested in working with a Learning Assistant, please complete the following request form and return it to the Learning Connection administrative assistant, Chasity Whiteside, in Room 2351. You may also download this request form from the Learning Connection website, complete it, save it, and return it as an attachment to cwhiteside@chabotcollege.edu

Instructor's Name: _____

Office: _____ Office Phone: _____

Email: _____

Class in which you are proposing using a Learning Assistant—provide information for each class for which you are requesting a Learning Assistant:

Department: _____ Number: _____ CRN: _____

Course Title: _____

Number of hours per week lecture: _____ lab: _____

Student you are proposing to be a Learning Assistant:

Name: _____

W#: _____ Phone: _____

Email: _____

Instructional Method(s) of the class: (Check all that apply and provide rough percentages of time each method is used.)

Lecture:

_____ %

Lab:

_____ %

Discussion:

_____ %

Small group:

_____ %

Individual work:

_____ %

Other: _____ %

Specify: _____

What student learning goals do you hope to achieve by having a Learning Assistant in your class?

Briefly describe what the Learning Assistant will do in your class to support student learning.

How will you assess the effectiveness of having a Learning Assistant in your class?

By signing below, you are agreeing to:

- Attend an orientation session the first week of classes in the fall and spring semesters about using a Learning Assistant in your class.
- Attend a mid-term meeting to discuss with other Learning Assistant instructors your experience to date with having a Learning Assistant.
- Submit a brief end-of-the-semester report on your experience, including a discussion of your original student learning goals above and whether or not you achieved them, changed them, etc.
- Allow Institutional Research to access data about your classes in order to assess the overall effectiveness of the Learning Assistant program. (The focus of this research is on the program, not on individual classes or instructors. Instructors will not be named in any publication of this research.)
- Provide nine hours of training to your Learning Assistant.

Signature: _____ Date: _____

**Thank you for participating in Chabot College's Learning Assistant program!
Learn more about this and other Learning Connection programs at our website:**

www.chabotcollege.edu/learningconnection

Check out the Center for Teaching and Learning site, too:

www.chabotcollege.edu/learningconnection/ctl