



# Computer Service and Support Department of Defense Education Activity EMPLOYMENT CONTRACT

## EMPLOYMENT AGREEMENT

I realize that the Computer Service and Support course is a 1-year (2 semester) commitment that could lead to industry recognized certification as an A+ Certified Computer Technician. I know that this is an advanced course that will require a great deal of outside preparation to complete successfully. I also know that I will have to maintain exceptional attendance so I don't miss the lessons and exercises that are required for each module of instruction. Furthermore, I understand that there is a substantial amount of material I'll have to read to prepare for the frequent examinations and that I will have to spend a significant amount of time outside of class hours studying the material... both at home and in the classroom. Although this course does not provide CompTIA A+ certification I can attempt the exam at an authorized testing center at my own expense once I've completed the entire course. I know I will have only two attempts at each exam and that my grade is determined by the successful completion of my exams, laboratory experiments, oral exams, performance tests, and homework. They are no optional assignments.

I've been counseled regarding my obligations towards successfully completing this course. I'm familiar with our class rules and the discipline necessary to maintain a safe shop environment that is conducive to learning. I understand the grading and homework policies and that I must complete my work in a timely manner. Although this is a self-paced curriculum, there are no optional assignments and the minimum acceptable score on most assignments is 85%. Some assignments will require an even higher level of proficiency. Besides academic instruction, I will be placed in situations that require me to exercise my employability and interpersonal relationship skills. These activities include shop support work and leadership tasks. I know that I may be required to work on overdue assignments during lunch, after school, and on weekends in the classroom if I am not making adequate progress. I know that I must maintain a notebook in this course and that I'm to bring it to class everyday. I understand that I'm to use an assignment checklist while completing this course. My instructor has made it clear that substitute teachers have the same authority as do teachers. I will treat them with the same respect as I do my instructor. I am also aware that student leaders in the class have the authority to evaluate my work and direct me in my clean up duties and shop support work. They should be consulted first when I'm having problems with my course work. I know I am subject to disciplinary action if I break any class or school rules. Finally, I am aware that myself and my sponsor are responsible for the repair or replacement of any property that I might lose, pilfer, deface, or destroy due my neglect.

INSTRUCTOR	STUDENT SIGNATURE	DATE
DEROS	Last Name, First, MI (Please Print)	PERIOD
Will you commit to 2 semesters? Yes - No	PARENT SIGNATURE	DATE
	Last Name, First, MI (Please Print)	PERIOD