

# Academic Theme Associate Confirmation of Acceptance Form 2009-2010

---

\_\_\_\_\_  
Name

\_\_\_\_\_  
2009-2010 Residence Assignment

SUID# \_\_\_\_\_

Social Security# \_\_\_\_\_

I have received my appointment letter, job description and responsibilities, and conditions of employment for the residence staff of 2009-2010. I hereby **accept the position** and agree to the following terms:

\_\_\_\_\_  
init I agree to fulfill the responsibilities and terms of the Job Description and Responsibilities for Academic Theme Associates, follow the direction of my Supervisor (Cisco Barron) and Faculty Affiliate, and abide by University policies including the policy on controlled substances and alcohol, the policy on sexual harassment and consensual sexual or romantic relationships, and federal, state, and local laws.

\_\_\_\_\_  
init I understand that all residence staff training is mandatory and agree to attend and participate in all of it and that I must return to campus on Sunday, Sept 6<sup>th</sup>. Training begins on Wednesday, Sept 9<sup>th</sup> and ends on Wednesday, September 16<sup>th</sup>.

\_\_\_\_\_  
init I understand that I will serve the entire 2009-10 academic year through June 9<sup>th</sup>, 2010. I understand that I am expected to remain on campus during Fall Quarter until Friday, December 11<sup>th</sup>, 2009 and return on January 4, 2010. I will be registered all three quarters, and meet all Conditions of Employment listed in the Job Description and Responsibilities for Academic Theme Associates.

\_\_\_\_\_  
init I understand that I need to negotiate my Board bill reduction (if any) with my house staff directly and that if my employment as an Academic Theme Associate ends for any reason during the quarter, I agree to reimburse Stanford University a pro-rated amount based on my last day of employment.

\_\_\_\_\_  
init I waive my assignment to housing anywhere else on campus.

**NOTE: You should talk to the Financial Aid Office or your department to determine if and how your ATA board bill reduction will impact your financial aid if you are receiving financial aid or other grant/fellowship money. The phone number of the Financial Aid Office is 723-3058.**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Return to: The Office of Residential Education on the 2<sup>nd</sup> floor of Tresidder by 1PM on Tuesday, May 19<sup>th</sup>.