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 of)
credits for __________________________ (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 __________________________ Date ____________

Instructor Signature __________________________ Date ____________