
True Time Approver

## SECONDARY (Teacher Assignment)

List course title

| 1st Period |  | 5th Period | $\square$ |
| :--- | :--- | :--- | :--- |
| 2nd Period | $\square$ | 6th Period | $\square$ |
| 3rd Period |  | 7th Period | $\square$ |
| 4th Period | $\square$ | 8th Period | $\square$ |

## Assignment is for school year:

Length of time:
(Full Year, One Semester, One or Two Trimesters)
Number of Hours per week:
(May not exceed twenty-eight (28) hours per week)

## Please Note:

This position must be authorized yearly.
Each school year a new Hourly Teaching Authorization form must be completed and submitted.

I acknowledge that this is a temporary at-will assignment with no expectation of continued employment. Continuation of this assignment is contingent upon, but not limited to, program needs, funding and the employee's performance/conduct. This position is a non-contracted position and does not qualify for career status or benefits; e.g. paid leave, Utah Retirement System contribution, or health and welfare except as mandated by state or federal law. I also agree that I will not work more than twenty-eight (28) hours in any given week.

## Approval:



Return to the Department of Human Resources. The Department of Human Resources will return a copy to the school. Please keep records of submitted and returned copies. The returned, signed copy is your proof that this paperwork has been submitted to the Department of Human Resources.

