

Student Contract Sample

This also appears in the Project Packet for students.

Members:

Project:

Task List

Using the task list, assign all work to individual team members. An assignment may be assigned to more than one team member.

Team Constitution

Foreword

This contract is a binding document and governs the team until the assigned project deadline. If the team separates, or a member is fired, the basic contract laws remain intact for both parties. However, being fired may cause work responsibilities to shift.

Article I: Absence Policy

- a. If a team member will be absent on a day in which work is due, he or she must tell another team member a day in advance and have all work that he or she is responsible for turned in. All team members must stick to the provided agenda to have the assignments completed on time. If there will be an unexpected absence, the team member is to complete the work from home and email another team member to let them know he or she is gone for the day.
- b. Team members will contact one another if they are absent for any amount of period during the time allotted for working on the projects.
- c. Contact must be made by phone, email, or other acceptable method.

Article II: Work Policy

- a. Any member that is mentally or physically disabled and can prove that they cannot

complete the work assigned to him or her alone may acquire assistance from other team members to help complete it. This will only apply for work that is team work and not individual work, and work will only be finished by that team member; the assisting team member will not write it.

b. Each team member will work to the best of his or her ability, making sure to complete the work is up to standard, and that her or she completes it with punctuality.

c. If a team member commits plagiarism, he or she is solely responsible and will incur the punishment on his or her own.

Article III: Leadership

a. At the beginning of the project, a leader will be voted upon democratically. If a team member is absent at the time of voting, he or she waives his or her right to participate in voting. The member who wins the most votes becomes the leader. If there is an unclear outcome (same number of votes for different members), the team will have no leader until one can be chosen by a revote.

b. By being elected leader, the member must perform the following duties:

- Organize team meetings.
- Create and enforce a team agenda to govern team progress.
- Organize any out-of-school project efforts.
- Provide communication between team members in order to help them work toward the project goal.

c. If the team leader fails to perform these duties, or another member is also carrying them out, a revote may be taken to determine whether to obtain a new leader.

Article IV: Work Ethics

a. If a team member does not complete work he or she was assigned, the punishment for the infringement will be of detriment solely to the team member at fault. No negative grading shall be given to any other team members.

b. At the end of the project, 'hard workers' will be designated by means of a democratic vote. The people voted as the top two will each receive the ten bonus points. If one candidate is voted as hard worker by a margin of 75%, he or she will receive 20 points. If

there is a tie, the team will discuss and come to resolution or else no points will be granted to the disputed members.

Article V: Member Dismissal

a. The following conducts will result in a team member being able to be dismissed;

- Incomplete or missing team work (This is non-negotiable and will be enforced by the teacher.)
- Plagiarism or any form of cheating
- If a team member decides to leave under his or her own will

b. Any team member leaving under his or her own will be able to submit all his or her own work, while the other team members may not. Any team member fired for breaking any of the conducts under Article V-a will have his or her work taken from his or her possession to be used at the discretion of the original team, but not for the member being fired. In addition, any fired member may not use any work completed by other team members, subject to punishment under Article II-c.

c. If a team member leaves under the stipulation of Article V-a, he or she retains all the work he or she has already provided for the team. The original team cannot use this work or it is subject to punishment under Article II-c.

Article VI: Signature

By signing this contract, the following team members abide to the articles listed here. If any member fails to abide by the articles of this contract, he or she may be fired from the team given at least a 50% vote in favor of firing the member.

Project Leader

The team has elected _____ as the project leader under Article III.

Signature