



Junior Achievement of South Florida, Inc.

JA World Huizenga Center at Broward College

1130 Coconut Creek Blvd.

Coconut Creek, FL 33066

PH: 954-979-7100, FX: 954-971-3525

2021 - 2022

JA Inspire Virtual Program Request Form

School: _____

Address _____ City _____ Zip _____

Phone Number _____

Principal: _____ Principal's Email _____

Lead Teacher _____ Lead Teacher's Email _____

Lead Teachers Cell Phone: _____ Permission to text teacher: YES _____ NO _____

Number of students _____ Grade level _____

Number of Students _____ Grade level _____

Total Students attending _____

Please provide the following information for any other teachers/volunteers attending JA Inspire.

Table with 3 columns: Teacher's Full Name, # of Students, Teachers Full Email Address. Rows 1-7.

JA Inspire Virtual (Career Exploration Fair) will take place throughout the school year. Please indicate the month you will be visiting JA Inspire in order to offer Technical Support if needed.

Sept _____ Oct _____ Nov _____ Dec _____ Jan _____ Feb _____ Mar _____ Apr _____
May _____ June _____ Specific Dates if available _____

We understand all students need to be pre-registered for this event and a verification form completed on conclusion of the visit.
YES _____ NO _____. (Class & Teacher information to be provided to JA prior to the visit).

FOR OFFICE USE ONLY

Program Request Form (PRF) received _____ PRF scanned for finance & data management _____
Entered into database/spreadsheet _____ Confirmation of request sent via e-mail _____
Class(es) entered into BCRM _____

Expectations / Agreement Memorandum of Understanding

Junior Achievement of South Florida (JASF) will provide:

- Teacher and student curriculum materials 2 (two) weeks from day the signed Program Request Form is received.
- JA Inspire Virtual assistance and consultation, as available
- Teacher training sessions, if requested
- Ongoing support to teachers and volunteers by e-mail, phone or virtually, as needed

Principal agrees to:

- Encourage full participation in JA Inspire Virtual Career Fair
- Support teachers in their efforts to fulfill their agreement conditions
- Ensure Student Information is forwarded to JASF 4 weeks prior to event for pre-registration.

Teachers agree to:

- Use JA curriculum before and after visiting the JA Inspire Career Fair
- Use JA Inspire curriculum and materials with the understanding that they are the sole property of Junior Achievement and may not be shared, copied or in any way distributed or used by any party other than the person(s) signing this Program Agreement
- Communicate all information needed for Student and Teacher Pre-Registration 4 weeks prior to event date.
- Enforce behavioral expectations and consequences during Virtual Event.
- Complete the Student Verification Form on completion of the visit (Lead Teacher).

We have read the above information and understand the financial and behavioral commitments we are making to the Junior Achievement of South Florida, Inc. program and facility.

Principal's Signature _____ Date _____

Principal's Name (please print) _____

Junior Achievement of South Florida

Attn: Claire Aguilera
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NOTE JASF will verify receipt of request via email confirmation.