

**SYRACUSE UNIVERSITY
TA ORIENTATION PROGRAM**

General Checklist

BEFORE arriving in Syracuse:

- Review August 2009 TA Orientation Program packet**

- Forms Completion – Due by July 31, 2009**
 - ___ Pre-Registration [**Form R**]
 - ___ Temporary Housing Request [**Form H**]

- Gather Identification/Records**
 - ___ SU ID Number
 - ___ Driver's license
 - ___ Social Security Card
 - ___ Proof of Immunization
 - ___ Complete Health Form and Meningitis Legislation Requirement Form

- Prepare 5 minute presentation for Microteaching Session**

- Arrange for local academic year housing**

AFTER arriving at Syracuse University:

- Check in with your department (bring proper identification)**

- Onsite check-in for TAOP: Tuesday, August 18th, 8:00-9:00 a.m. Shafer Art Building Lobby**

- Review the tentative program schedule and other packet information**