



**Cornell University**  
**Prison Education Program**  
300 Kennedy Hall | Ithaca, New York 14853

Teaching Assistant Application Checklist

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Age: \_\_\_\_\_ Graduation Year: \_\_\_\_\_ CPEJ Minor? (Y/N): \_\_\_\_\_

Staff, undergraduates, or graduate students interested in supporting courses as teaching assistants should provide the following information.

**All materials MUST be submitted together. Late or incomplete applications will not be considered.**

**Required Materials:**

- Application Checklist
- Official Transcript (new applicants only)
- 500-750 Word Essay

*New applicants: Describe your interest in prison education. Please mention relevant experiences, your academic goals, and how you envision yourself contributing to CPEP.*

*Returning applicants: Describe your experiencing serving as a CPEP teaching assistant. What keeps you interested in prison education?*

- Written academic reference emailed from CU faculty to cer235@cornell.edu (new applicants only)
- Cornell Release Form (new applicants only)

Please complete the following information:

Academic areas of interest:

\_\_\_\_\_

Academic areas NOT of interest:

\_\_\_\_\_

Do you have a car?  Yes  No

If not, do you have a driver's license and are you willing to drive if a car is available?

Yes  No

CPEP courses are offered Monday-Friday during the following times: 7:50-10:50am, 12:10-3:10pm, 3:30-6:30pm, 6:30-9:30pm. You will be asked to provide your availability after you've registered for classes.



**Cornell University**  
Prison Education Program

**Agreement & Release Form**

Correctional Facilities Teaching Semester

1. I understand that participating in prison instruction is not a required part of a Cornell class and that Cornell is not providing supervision or support services for this program. I understand that my participation is entirely voluntary and may involve subjection to risks relating to or arising out of but not limited to traveling to and from Auburn Correctional Facility or Cayuga Correctional Facility for purposes of teaching. I understand that Cornell is not operating transportation and does not provide security or any other services associated with this work.

2. As an adult, I agree to assume all risks foreseen and unseen and I take sole responsibility for my health, safety, and property while traveling and participating.

3. I also agree to release, indemnify, and hold Cornell University, its officers, agents, and employees harmless from any and all liability, damage, or claim of any nature whatsoever (including a bodily injury or property claim) arising out of, or in any way related to my participation in this trip.

4. I certify that I am at least 18 years of age or older.

**NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

Complete and return this form to:

Cathi Root  
Cornell Prison Education Program  
300 Kennedy Hall  
Cornell University  
Ithaca, New York 14853