



DISCOVERY ACADEMY NEW TEACHER ORIENTATION CHECKLIST

(First time Discovery Academy teachers must receive program orientation, which should be done at the pre-class mentor meeting. Please complete this form and submit it with your Mentor Worksheet at the end of the course)

HS Instructor: _____ Semester/Year: _____

High School: _____ Number of Students: _____

Course Name: _____ Course Number: _____

SCTCC Mentor: _____ Number of Credits: _____

SCTCC'S DISCOVERY ACADEMY OVERVIEW

- ☐ **Discovery Academy Handbook**
 - review together
- ☐ **Mentor-Mentee Relationship**
 - Review and sign High School Instructor and College Faculty Mentor agreements
 - Discuss visits
 - How will they occur – at least 1 in person, phone, skype, etc.
 - When/possible dates
- ☐ **Syllabus**
- ☐ **Books and other course materials**
- ☐ **Professional Development Requirements**

DISCIPLINE SPECIFIC AGENDA

- ☐ Course outcomes
- ☐ Course curriculum
- ☐ Pedagogy
- ☐ Course philosophy
- ☐ Assignments and assessments
- ☐ Grading
- ☐ Other



Discovery Academy
St. Cloud Technical & Community College
1540 Northway Drive, St. Cloud MN 56303

Notes:

Signature of Mentor

Date

Signature of High School Instructor

Date

Signature K-12 Initiatives Director

Date

Return completed form to Susan Jordahl at susan.jordahl@sctcc.edu