

Assigning Your Students:

1. Complete the information at the top of each page. This is important information that will help us plan for your visit.
2. Fill out the student groups on following pages. Our Lincoln Finance Park storefronts can only accommodate the number of students listed.
 - a. DO NOT add students to the storefronts beyond the number listed. If you have more than 160 students attending on 1 day, use the additional storefronts on the last page.
3. Group students that will work well together.
 - a. DO NOT let students select their storefronts or groups.
4. Make a note if a group includes any special accommodations for a student, such as lower seating or any other important information for the visit.
5. Start with Storefront #1 and fill from there.
6. Place 1 volunteer with each group of 5 students.
 - a. **Volunteer #1** needs to be filled in each assigned storefront before filling Volunteer #2.
7. **Make sure students know their storefront number (prior to visit date) for dismissal from orientation.**

Reminders:

1. Lead Teacher - Send ALL completed pages of the form to Julie Regazzi at julie.regazzi@ja.org **1 week prior** to your visit to our facility.
2. If there are any updates or changes after sending the forms, please email the updates to Julie Regazzi, even if the changes are the morning of your visit.

2022-2023 Student Assignment Form

School: _____ Date of Visit: _____ Lead Teacher: _____

Total # of students: _____ Total # of Volunteers: _____

Storefront #1	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		
Storefront #2	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		
Storefront #3	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		

2022-2023 Student Assignment Form

School: _____ Date of Visit: _____ Lead Teacher: _____

Total # of students: _____ Total # of Volunteers: _____

Storefront #4	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		
Storefront #5	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		
Storefront #6	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		

2022-2023 Student Assignment Form

School: _____ Date of Visit: _____ Lead Teacher: _____

Total # of students: _____ Total # of Volunteers: _____

Storefront #7	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		
Storefront #8	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		
Storefront #9	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		

2022-2023 Student Assignment Form

School: _____ Date of Visit: _____ Lead Teacher: _____

Total # of students: _____ Total # of Volunteers: _____

Storefront #10	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		
Storefront #11	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		
Storefront #12	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		

2022-2023 Student Assignment Form

School: _____ Date of Visit: _____ Lead Teacher: _____

Total # of students: _____ Total # of Volunteers: _____

Storefront #13	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Storefront #14	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		
Storefront #15	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		

2022-2023 Student Assignment Form

School: _____ Date of Visit: _____ Lead Teacher: _____

Total # of students: _____ Total # of Volunteers: _____

Storefront #16	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Volunteer #2		
Student #6		
Student #7		
Student #8		
Student #9		
Student #10		
Storefront #17	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		

ONLY use the storefronts below if over 160 students

Storefront #18	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		
Storefront #19	Volunteer / Student Name	Notes
Volunteer #1		
Student #1		
Student #2		
Student #3		
Student #4		
Student #5		

2022-2023 Student Assignment Form