

Appendix A

Class Contract

The class contract on the following page is a sample. Revise as necessary to suit your needs.

Victim Impact: Listen and Learn Program Participant Contract and Records Release Form

I, _____, Inmate Number: _____, agree to participate in the Agency/Department Impact of Crime on Victims Program. I understand that this program deals with the aftermath of crime on victims and with victim rights and services. I understand that my participation is voluntary and that I will be permitted to continue as long as I abide by this contract.

To participate in this program, I agree to the following:

To attend all classes and to be on time.

To participate fully and complete all in-class and other assignments.

To respect the confidentiality of this group.

To follow all institution rules.

To follow all other ground rules established for this course and all reasonable instructions of the class facilitator.

To listen attentively and respectfully to all guest speakers, including crime victims, survivors, their families, and service providers.

To refrain from using inappropriate or derogatory language (e.g., bad words, unacceptable tone).

To disagree respectfully and understand that I may need to rethink my beliefs in order to change my behavior.

To complete the pre-test and post-test questionnaires and other program tests/surveys.

I further understand and agree that a file on my performance in, and other records regarding, this educational program will be maintained during the course and that, upon course completion and/or other termination of my involvement in the course, that this file will be sent to and maintained by the Department of Corrections (DOC) for statistical, record-keeping, and research purposes. I understand that the DOC will monitor and evaluate this program and may utilize the services of universities and other researchers to assist in this task. I hereby authorize my files, tests, surveys, questionnaires, and any other records to be released and available for these purposes.

Participant	Date

Facilitator	Date