##

## Mentor Teacher Payment Claim Form

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| UC Preservice Teacher Name: Click here to enter text. |
| Professional Experience Unit: *STEM in the Early Years* [ ]  *Teachers as Professionals* [ ]  *Implementing the Aust Curriculum* [ ]  *Planning, Assessing & Reporting* [ ]  *Secondary Discipline PCK1* [ ]  *Secondary Discipline PCK2* [ ] *Curriculum – Assessment, Plan & Report* [ ]  *Learning & Development in Primary Ed* [ ]  *Curriculum & Assessment in Primary Ed* [ ]  *Curriculum & Assessment in Secondary Ed* [ ]  M Teach: *Teaching Sec (Method A or B)* [ ]   *School Placement 2G (Part B)* [ ]  |
| Date placement completed: Click here to enter a date. | Number of days: Click here to enter text. |
| Mentor Teacher/s: | Click here to enter text. |
| Click here to enter text. |
| School Professional Experience Coordinators/s: | Click here to enter text. |
| Click here to enter text. |
| Experience Coordinators email: Click here to enter text. |
| ACT Directorate school:[ ]  ACT Education Directorate (ED)[ ]  NSW Department of Education & Communities (DEC)  | Non-government school:[ ]  Catholic Education Office (CEO) [ ]  Independent |
| School Name: Click here to enter text. Primary Campus [ ]  Secondary Campus [ ]   |

**Please submit VIA EMAIL to:** peoffice@canberra.edu.au

**Notes:**

1. Mentor Teachers and School Professional Experience Coordinators details are to be notified via email to the Placement Office in order for the names to appear on the Recipient Generated Tax Invoice issued at the end of School Terms 2, 3 & 4.

1. Final Professional Experience Reports are to be provided to Preservice Teachers before a Tax Invoice can be issued.