

STUDENT TEACHING SUPERVISOR: LIST OF SUPPORT SESSIONS

Directions: Please submit this form **after all of the semester's observations and meetings are complete**. This form triggers your final payment for the semester, which typically accounts for half of your overall pay. You may send it via email to ote@tc.edu. This form must be submitted by December 10th for the fall semester and by April 29th for the spring semester.

Name of Supervisor

TC ID Number:

Email:

Phone:

TC Program of Supervision:

Semester and Year:

Notes: Supervisors making in-person visits to schools should touch base with host schools about health and safety protocols for visitors before accessing the building. Supervisors will be paid \$120 per support session for a maximum of \$600 per student per student teaching experience. Requests for more than \$600 must be made in writing, with appropriate documentation.

Name of Student Teacher	Date of Support Session 1	Date of Support Session 2	Date of Support Session 3	Date of Support Session 4	Date of Support Session 5
Dates for Office of Teacher Ed PD Session (\$50 per session, maximum 2 sessions per year)*					
Dates for Department/Program Meetings (\$50 per meeting, maximum 2 meetings per semester)					
Date for Everfi/Foundry Harassment Training (\$50, Attach Certificate)					

Total Amount \$ \$

The information on the above chart is accurate and complete.

SUPERVISOR Signature _____

Date_____

STUDENT TEACHING COORDINATOR Signature _____

*New supervisors must attend an OTE PD Session on TC's Student Teaching Evaluation form.