



Mentorship Reimbursement

Complete and submit to SCTA after the Mentorship is complete.

Total number of days granted for this mentorship: _____

Mentee: _____ School: _____

Mentor: _____ School: _____

Mentorship Reimbursement applies to time worked outside of instructional hours. 5 hours = 1 day

TTOC days must match dates and times of Mentorship Activities.

Mentorship Activities on teacher PD Day are approved, however, Mentorship Program Reimbursement applies only to activities outside of instructional hours.

Mentorship Activities Dates & Times

<i>Date</i>	<i>From ___ to ___ (time hours of day)</i>	<i>Activities</i>

Please complete the reverse....

How did this mentorship support your practice?

Mentorship Reimbursement is credited to Individual PD accounts, or used to cover required TTOC costs.

There was a TTOC cost. Date(s): _____

CALCULATE TTOC costs: _____

Full day = \$530.00

Elementary .6 mornings @ \$318 .4 afternoons @ \$212

Secondary .5 morning/.5 afternoon @\$265.00 each

No TTOC was required.

Credit Reimbursement for time spent to Individual PD account(s) as follows:

Mentor: \$ _____

Mentee: \$ _____

Signature of Mentor

School PD Rep Signature

Signature of Mentee

Approved for Payment by PD Chair