



- Where one teacher is solely responsible for supervising a PE Teacher Education student, that teacher will receive the full daily supervision rate.
- In the event of a Supervising Teacher being absent please notify the Workplace Learning Team (FOAE-WPL@csu.edu.au)
- In situations where the supervision of a PE Teacher Education student is shared, a maximum of two teachers can claim the supervision payment. The daily rate will be divided between these two teachers at the proportion nominated by them.
- Teacher Education Students are required to make up any absent days in accordance with Subject requirements and the availability of the Supervising Teacher.

Please tick:

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Supervising Teacher

☐

Placement Co-ordinator

*Claimant Surname

*First Name

*Middle Name

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*Any surname by which was previously known.

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*Date of Birth

*Email

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*Residential Address

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*City/Town

*Postcode

*Contact Phone (BH)

Contact Phone (AH)

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*School/Service

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*Professional Experience Subject Code EPT

*Teacher Education Student

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*Dates of Placement From

*To

*Total number of days claimed:

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Supervising Teacher absent dates

Teacher Education Student absent dates

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To enable your claim to be paid, please complete the banking and tax section below.

Full Name of Financial Institution	BSB Number	Name in which account is held	Account Number

Tick the appropriate boxes

☐

Tax Declaration Form attached with Supervising Teacher Payment Claim Form.

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Tax Declaration Form submitted to Charles Sturt University with a previous claim.

Certified correct performance of service

***Supervising Teacher Signature:**

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Click here to email the completed form to FOAE-WPL@csu.edu.au