



CT/TOR Agreement Form

Year: _____ Term: (____) Fall (____) Spring

I agree to serve as a mentor in the supervision of a hired graduate student intern. During this period, I will support the intern in all areas of classroom instruction. Further, I agree to comply with the policies and practices outlined in the *University of Montevallo Internship Handbook* which may be found online at www.montevallo.edu/tes. I understand that, for my cooperation, I will receive one of the following options listed below.

Signature of CT/TOR

Date

Signature of Director, Teacher Educ Services

Signature of Dean, CEHD

Signature of VPBA - CFO

Mentor Name: (Ms., Mrs., Mr., Dr.): _____

TCert # _____ TCert/ALSDE # can be found here: <https://tcert.alsde.edu/Portal/Public/Pages/SearchCerts.aspx>

Your personal address: _____
(Street/P. O. Box) (City) (State) (Zip)

Social Security Number: _____ **(This is needed by our Business Office in order to process the check/tuition voucher and is kept confidential.)**

Phone: _____ Email address: _____

Year Degree Earned Highest Degree: _____ College/University: _____

Highest Level of Certificate: _____ Grade Level(s) of Certificate: _____ Years of Experience: _____

(B-Bachelor's A-Master's AA-EdS Dr. P-3 K-6 6-12 P-12

Present School Teaching: _____ Subject Area: _____

Grade level you presently teach: _____ Subject(s) you currently teach: _____

Elementary/Secondary (16 weeks placement)

OR Elementary-Collaborative/Music/Art/EDHH (8 weeks placement)

Intern Name: _____

Intern Name: _____

Grade(s): _____

Grade(s): _____

Subject(s): _____

Subject(s): _____

Please indicate below your option:

Stipend of \$50: The stipend will be paid to you and a check will be sent directly to the address provided above. You must include your Social Security number for payroll purposes.

Tuition voucher for myself: Vouchers will be processed during the last week of the semester. If you are not a current UM student, please contact grad@montevallo.edu for more information regarding graduate admission. Vouchers earned in the Fall semester must be used the following Spring semester. Vouchers earned in the Spring semester may be used for the following Summer or Fall semester. The voucher is good for one course. You will be responsible for applicable fees and books.

Please return this form by September 1 for Fall CTs or February 1 for Spring CTs.