ABORIGINAL TUTORIAL AND MENTORING PROGRAM TUTOR CLAIM FORM

FORM **P**

1. Tutor details

Staff ID	207xxxx
Tutor name	Ellen HENDERSON
Student name	John PETERS

2. Time sheet

Total time left at start of this claim	**20:15**

Date	Start time hrs:mins	Finish time	Time spent (to ¼ hr)	* Time left Sem1	Student signature
5/03/2018	12:00	2:00	2:00	18:15	**xxxxxxxx**
7/03/2018	12:00	1:30	1:30	16:45	**xxxxxxxx**
12/03/2018	12:00	1:45	1:45	15:00	**xxxxxxxx**
14/03/2018	1:00	2:00	1:00	14:00	**xxxxxxxx**
/ /2018	:	:	:	:	
/ /2018	:	:	:	:	
/ /2018	:	:	:	:	
/ /2018	:	:	:	:	
/ /2018	:	:	:	:	
Total time claimed:			**6:15**		

Last figure in 'time left' column will transfer to next P Form

3. Declaration

I declare that as of the date on this Tutor Claim Form P, the information given on this form is complete and correct and that I have provided the hours and minutes of tutorial assistance detailed above.

I understand that I will not receive remuneration for any tuition I provide that is above the total tuition time allocated for this student.

I understand that this claim form will not be actioned until and unless the student has signed for each period of tuition.

Tutor signature	**xxxxxxxxxxxxx**	**Date**	**16/ 03 /2018**