

ABORIGINAL TUITION AND MENTORING PROGRAM
TUTOR CLAIM FORM

1. Tutor details

Staff ID	
Tutor name	
Student name	

2. Time sheet

Total time left at start of this claim	:
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Date	Start time hrs:mins	Finish time	Time spent (to ¼ hr)	* Time left Sem1	Student signature
/ /20	:	:	:	:	
/ /20	:	:	:	:	
/ /20	:	:	:	:	
/ /20	:	:	:	:	
/ /20	:	:	:	:	
/ /20	:	:	:	:	
/ /20	:	:	:	:	
/ /20	:	:	:	:	
/ /20	:	:	:	:	
Total time claimed:			:		

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		Date	/ /2018
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