



**COLLEGE OF EDUCATION AND HUMAN SERVICES
THE OFFICE OF FIELD PLACEMENT AND STATE CERTIFICATION**

2083 Lawrenceville Road, BFH 116
Lawrenceville, New Jersey 08648
609-896-5175

COOPERATING TEACHER STIPEND REQUEST FORM

*This form **MUST** be accompanied by a signed **W-9 form**.*

Please print clearly:

SEMESTER & YEAR	STUDENT TEACHER		SCHOOL
[<input type="checkbox"/>] FALL [<input type="checkbox"/>] SPRING _____			
COOPERATING TEACHER(S)	GRADE LEVEL(S)	CLASS (ie GenEd, SpecEd, Inclusion, ESL, French, etc.)	PLEASE INDICATE CHOICE OF PAYMENT
			[<input type="checkbox"/>] Honorarium or [<input type="checkbox"/>] Tuition Remission
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Honorarium:

The standard honorarium for a cooperating teacher who has a student teacher for the whole semester and is the only cooperating teacher is \$250.00. **Fractional parts of that honorarium are assigned to cooperating teachers who have a student teacher for fewer than the 15 weeks OR share the duties of cooperating teacher with another teacher.**

Tuition Remission (in lieu of an honorarium):

Cooperating teachers who host a Rider University student teacher for the first time are eligible for 3 credits of tuition remission towards a graduate course taken at Rider University. Cooperating teachers who have previously hosted a Rider University student teacher are eligible for 1 credit of tuition remission for each subsequent student teacher they host.

The tuition remission must be used within one calendar year from the end of the semester in which you hosted a student teacher.

[IMPORTANT: In order for the tuition remission to be credited towards your account, please contact certificationoffice@rider.edu or 609-896-5175 to receive and complete a tuition remission form when you register for the course.]

DUE DATES:

Please submit all required paperwork before the end of the semester in which you host a student teacher.

Paperwork may be mailed to the address above, or emailed to certificationoffice@rider.edu.

[Note: In order to receive the Honorarium or Tuition Remission, a signed W-9 form (<https://www.irs.gov/pub/irs-pdf/fw9.pdf>) MUST be completed and submitted with this form.]