

SETON HALL UNIVERSITY  
COLLEGE OF EDUCATION AND HUMAN SERVICES  
400 South Orange Avenue  
South Orange, NJ 07079

Request for Honorarium & Professional Development Hours for Professional Intern Mentoring

To receive an Honorarium and certificate for New Jersey Professional Development Hours, please complete the information below immediately and mail it to the Field Office.

Semester:  Fall  Spring  Summer Year \_\_\_\_\_ University Supervisor \_\_\_\_\_

Mr./Ms./Mrs./Dr. Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Home Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Social Security # \_\_\_\_\_

Name of Student \_\_\_\_\_ School District \_\_\_\_\_

School & Address \_\_\_\_\_

Will you share the mentoring responsibilities for this student with another teacher?  Yes  No  
If yes, please indicate the teacher(s) name(s) \_\_\_\_\_

Directions: Put an X on the line.

1. Certification (fill in as many as apply):  K-8  K-12 Subject Area  Bilingual  Reading  
 Teacher of the Handicapped  ESL  other \_\_\_\_\_
2. Grade/ Subject(s) that you teach: \_\_\_\_\_
3. Are you a SHU graduate?  Yes  No If no, where did you receive teacher training? \_\_\_\_\_
4. Degree (Fill in highest attained)  B.A.  B.S.  M.A.  M.S.  Ed.S.  Ed.D.  Ph.D.  Other  
Date Obtained: \_\_\_\_\_
5. Have you ever mentored/supervised students before?  Yes  No
6. If you answered Yes to # 5, how many? (Enter #) a) From SHU \_\_\_\_\_ Soph-Juniors \_\_\_\_\_ Seniors  
b) Other schools \_\_\_\_\_ Soph-Juniors \_\_\_\_\_ Seniors  
c) \_\_\_\_\_ First year teachers
7. Were you assigned or did you volunteer to mentor this student? (Fill in one)  Assigned  Volunteered

Please complete the other side.

8. Do professional development hours make mentoring more attractive?  Yes  No

9. Did you have preparation in mentoring?  Yes  No

10. If yes to # 9, please indicate where you received preparation:

School district workshop  University Workshop  Course

11. If no to #9, are you interested in a course or workshop in mentoring?  Yes  No

12. Would you accept the assignment as a cooperating teacher if a preparation was required?  Yes  No

13. Which professional development areas listed below would assist you in mentoring future university interns?

<input type="checkbox"/> Conducting observations	<input type="checkbox"/> Conferencing and coaching
<input type="checkbox"/> Giving written feedback	<input type="checkbox"/> Communication (with supervisor & student)
<input type="checkbox"/> Modeling exemplary teaching	<input type="checkbox"/> Assessing and evaluating
<input type="checkbox"/> Remediating low-performing interns	<input type="checkbox"/> other _____

14. How helpful were the following professional development activities in preparing you for your role as a cooperating teacher?

	Very Helpful	Somewhat Helpful	Not Helpful	N/A
a) Informal interactions with colleagues	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b) Reading of field experience handbook	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c) Graduate work in supervision	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d) Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

15. Which of the following mentoring techniques do you use as a cooperating teacher?

a) General verbal feedback	<input type="checkbox"/>
b) Lesson plan feedback	<input type="checkbox"/>
c) General written feedback	<input type="checkbox"/>
d) Modeling behaviors	<input type="checkbox"/>
e) Co-teaching with Teacher Candidate	<input type="checkbox"/>
f) Journaling with Teacher Candidate	<input type="checkbox"/>
g) Observation(s) by another teacher(s)	<input type="checkbox"/>
h) E-mail exchanges with Teacher Candidate	<input type="checkbox"/>
i) Other: _____	<input type="checkbox"/>

Thank you for your input. The information you have provided will enable Seton Hall University's College of Education and Human Services to better serve the cooperating teacher's needs and provide direction for the placement of our teacher candidates. All information will be kept confidential.

Please return this form to the address on the other side. Certificates for Professional Development Hours will be mailed at the end of the semester.