

VOUCHER REQUEST

DALLAS SCHOOL DISTRICT #2
Dallas, Oregon 97338

TEACHER SECTION

Teacher _____ Date _____

Course Requested _____ Term _____

University Attending _____ Credits _____

CRN _____

☐ I am using a voucher I have earned as a mentor teacher (No need to complete the rest of this form)

Describe how this course supports District/Building Goals; Professional Growth Plan; Licensure

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**PRINCIPAL SECTION**

- ☐ Supports a future needed license in shortage area
- ☐ Supports district goals
- ☐ Supports building goals
- ☐ Supports Professional Growth Plan

Comments:

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\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date

**Distribution: RETURN TO INSTRUCTIONAL SERVICES DIRECTOR**

P:\forms\voucher request

The Oregon University System has a new contract to compensate mentors and school districts for supporting students during Term II/III and or Term IV of their student teaching experience. As part of this new contract mentors receive vouchers in three or five credit values. The vouchers can be used at any Oregon public university for reduced tuition, which is approximately one-third the cost of tuition. The vouchers will expire after five terms and mentors can use up to eight credit hours (3,5) in one term.

If mentors choose not to use their vouchers they will remain with the district and be assigned to another licensed educator. These vouchers are available to licensed staff on a first come, first served basis as long as they are available. If you wish to request a voucher please follow the steps listed below.

1. Ask your school secretary for a Voucher Request form. Fill out the teacher section and return it to your principal.
2. The principal will fill out the appropriate section and send to the Instructional Services Director.
3. The Instructional Services Director will distribute vouchers according to established criteria.