

## PAYMENT FOR SUPERVISION

### This payment does not apply to young adults, adults, overseas and fee-paying students.

The Government, via Te Kura, pays parents/caregivers or authorised supervisors of full-time students an allowance for supervision.

Payment for supervision recognises the very important role you, as supervisor, play in helping your student with their school work and in making sure they send in work regularly.

It's important to contact your student's learning advisor regularly to make sure all is going well and there are no problems with your student's studies.

#### HOW DO I QUALIFY?

To qualify, your student must live in New Zealand and be a full-time student studying at primary or secondary level. He or she must be enrolled for at least 10 weeks before the end of the payment period.

Your student must be in regular contact with their learning advisor or teacher(s) about their school work, be at home for a liaison teacher visit when one is arranged and return 'assessable work' to Te Kura regularly.

'Assessable work' means work done by your student in the programmes/courses they are enrolled in. It is work that can be assessed by their teacher and recorded to show progress towards the goals of your student's individualised Student Education Plan. It can be sent to Te Kura either by post or electronically.

To experience success, your student should return one piece of work per fortnight for each course they are enrolled in.

Payments are made twice a year. If all the requirements are met, you will be paid in July for the first half of the year (February to the end of June) and in December for the second half of the year (July to the end of November).

#### WHAT ARE THE PAYMENTS?

The half-year payments are as follows.

First child	\$380
Second child	\$323
Third child	\$266.50
Fourth and subsequent children	\$190

#### HOW WILL I RECEIVE THE PAYMENT?

Payments are made by direct credit to your bank account. Fill out the direct credit authority form in this booklet and post it to us at the address on the form. If you qualify and we have your bank account details, the payments will be made automatically to your bank account at the end of each payment period.





**ENROLMENT DECLARATION** 

DECLARAT

Keep this

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# DIRECT CREDIT AUTHORITY

ARATION	DIRECT CREDIT AUTHORITY FOR SUPERVISOR PAYMENTS
	SUPERVISOR'S NAME:
this information as a record of the declaration you signed when you enrolled with us.	STUDENT'S NAME: STUDENT ID:
I/the student will spend the usual school time studying an approved programme.	$\Box$ Please tick if you are supervising more than one student. Write the name(s) and student ID number(s) of additional students on the back of this form.
I/the student must return work regularly (at least every two weeks).	Supervisor's contact details
All assessment activities must be the student's own work.	POSTAL ADDRESS:
All materials supplied must be returned to Te Kura if requested.	PHONE: EMAIL:
I/the student will permit a Te Kura teacher to visit and discuss school work.	Supervisor's bank account details
I will inform Te Kura immediately of any change in address or circumstances.	Please attach a pre-printed bank deposit slip with your account details to this form (pre-printed deposit slips may be found in your bank deposit book or at the end of your cheque book). If you do not have one of these, write your bank
I have read and understand the terms and conditions for enrolment.	account details below:   FULL ACCOUNT NAME   BANK   BANK BRANCH ACCOUNT SUFFIX DATE: COMPLETED BY: SIGNATURE: Please tear off this form, complete, sign and return it to: FREEPOST 10010, Enrolment Services, Te Aho o Te Kura Pounamu, Private Bag 39992, Wellington Mail Centre, Lower Hutt 5045
	ENROLMENT SERVICES USE ONLY         DATE RECEIVED:         ACTION TAKEN:

