

Form G: Mentor Teacher's Contact Information

This information is requested in order to keep the mentor teacher records current from semester to semester, to provide contact information that facilitates correspondence between the college supervisor and the mentor teacher, and to enable the setting up of accounts so that mentor teacher honorarium checks can be distributed.

Please complete all items:

Full Name: _____

Social Security Number: _____

Mailing Address: _____

Telephone number: (Day): _____

Telephone number: (Evening): _____

Best time(s) to call: _____

Time of planning period: _____

E-mail address: _____

School: _____

Name of E & H Student Mentoring _____

Remove this FORM from the Handbook, complete it, and return it to:

Laree Hinshelwood, Ed. Services Coordinator
Neff Center for Teacher Education
Emory & Henry College
P.O. Box 947
Emory, VA 24327-0947
lhinshelwood@ehc.edu

Failure to return this form or to keep your contact information updated in the Neff Center may result in delays in the payment of the mentor teacher honorarium due to missing information or incorrect (outdated) address. Please assist us by keeping your contact information up to date!