

SECTION: 1.0 GENERAL

SUBJECT: COOPERATING TEACHER VOUCHERS

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**Title:** Cooperating Teacher Vouchers

**Background:** Lewis-Clark State College recognizes and values the service of teachers who supervise our teacher candidate interns.

**Point of Contact:** Office of the Provost / Vice President for Academic Affairs

**Other LCSC offices directly involved with implementation of this policy, or significantly affected by the policy:** Academic Programs, Division of Education and Kinesiology

**Date of approval by LCSC Authority:** October 28, 2015

**Date of State Board Approval:** N/A

**Date of Most Recent Review:** July 2022

**Summary of Major Changes incorporated in this revision to the policy:** Format changes using LC Style Guide.

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## 1. Definition

Credit vouchers are awarded to Cooperating Teachers to recognize supervision of teacher candidate interns.

## 2. Policy

- A. Vouchers may be used either for Teacher Inservice or credit-bearing courses.
- B. Vouchers are redeemable at the published per credit rate in effect at the time of issuance to the Cooperating Teacher. No cash or credit refunds apply.
- C. The Cooperating Teacher will be responsible for any balance due if there is an increase in the per-credit hour rate at the time of redemption.
- D. The Cooperating Teacher will be responsible for any associated course or program fees.
- E. Vouchers are valid for a period of three years.
- F. Nonresident tuition will be waived on redeemed credit vouchers.
- G. Vouchers are non-transferable between individuals. In certain school districts, vouchers may be issued directly to the school. Vouchers may be transferred by the Cooperating Teacher to the school.