



Fullerton Online Teacher Induction Program (FOTIP)

Administrator Cooperation and Verification
of Participating Teacher Employment

California State University Fullerton (CSUF) offers the Fullerton Online Teacher Induction Program to qualified P-12 teachers who have a valid SB2042 Preliminary Credential in Multiple or Single Subject. Participating teachers must document their administrator approval and agreement to cooperate in the following ways. The participating teacher must also verify their employment as the teacher of record for at least 25% time and for a minimum of 10 students. Information on the FOTIP is found at: extension.fullerton.edu/Teacher-Induction

PARTICIPATING TEACHER INFORMATION

Participating Teacher Name	Participating Teacher Phone Number
Participating Teacher Email	Participating Teacher First Year in FOTIP (i.e. 2017-18)

PARTICIPATING TEACHER ASSIGNMENT FOR FIRST YEAR IN PROGRAM

Total Periods/Hours of Assignment	School	District
Hire Date	Contract Length	Subject(s)/Grade Level(s)
		Number of Students

ADMINISTRATOR COOPERATION AND VERIFICATION

	Initials of Administrator
I confirm that during the first year of the Induction Program, the participating teacher is/will be employed as the teacher of record for at least 25% time and for a minimum of 10 students. I agree to update the FOTIP Coordinator of any changes in the employment status of the participating teacher.	
I agree to communicate concerns to and respond to inquiries from the FOTIP Coordinator.	
A mentor has been identified for the participating teacher. The mentor was selected based on CTC and FOTIP criteria and in compliance with district/agency procedures and policies. The mentor's name, email, and teaching assignment is provided below.	
I ensure that the mentor is provided sufficient time to fulfill mentor responsibilities (approximately one hour per week per CTC requirements).	

IDENTIFICATION OF MENTOR

Mentor Name	Mentor Email	Mentor Teaching Assignment
Mentor Teaching Assignment	Mentor School	Mentor District

ADMINISTRATOR SIGNATURE CONFIRMING ACCURACY OF TEACHING ASSIGNMENT AND AGREEMENT TO COOPERATE

Administrator Name	Email	Signature

Questions and concerns may be addressed to the Fullerton Online Teacher Induction Program Coordinator:
Dr. Victoria Costa, vcosta@fullerton.edu

Return form to Denelle Pankratz, dpankratz@fullerton.edu