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|  | Orange Township Public Schools  OFFICE OF HUMAN RESOURCES  Glasshebra Jones Dismuke  Executive Director for Human Resources | A close up of a sign  Description automatically generated  Gerald Fitzhugh, II, Ed.D.  Superintendent of Schools |

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**AUTHORIZATION OF MENTORING FEES**

**Traditional Route -** The mentoring fee for a Traditional Route employees hired with a Certificate of Eligibility with Advance Standing is $550.

**Alternate Route-**  The mentoring fee for Alternate Route employees hired with a Certificate of Eligibility is $1000.

Employee Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Social Security Number (last four digits): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Mentor’s Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I authorize the Orange Township School District to deduct the following from my paycheck during the **2020-2021** school year.

**Traditional Route Fee: $550 [ ] Alternate Route Fee: $1,000 [ ]**

This total fee will be paid to my mentor(s) as required by the New Jersey Department of Education.

I acknowledge this fee will be deducted from my paycheck in equal bi-monthly installments effective my start date and terminating when the full amount has been satisfied.

Employee Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please return this form to Ms. Maureen Ferguson, Confidential Secretary via email at [fergusma@orange.k12.nj.us](mailto:fergusma@orange.k12.nj.us).

Thank you.

9/11/20