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| *For office use only* |
| Supplier ID |  |
| Pay Request Entry# |  |
| In-state mileage | 535554 |
| Mileage rate |  |

University Mentor/Supervisor Travel Log

Mentor/Supervisor Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Phone\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- | --- | --- | --- |
|  |  |  | Office Use |
| Date | Destination | Miles Traveled | Eligible for Reimbursement | Total |
| *Example:**9/8/12* | *Mileage to school from UofL or personal residence* |  |  |  |
| *Mileage from school to UofL or personal residence* |  |  |
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| Total Miles |  |
| Amt Due: |  |

University Mentor/Supervisor Signature\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| --- |
| For Office Use only: |
| Purpose: To observe student teacher and/or teacher candidates in the schools or field |
| Approval: Stefanie Wooten-Burnett, Alt Cert Director or Cody Windhorst, OEDCP Director |
| Funding Approver: Geneva Stark, NCEE Director |

University Content Supervisor/Mentor Travel Log Page 2

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| --- | --- | --- | --- |
|  |  |  | Office Use |
| Date | Destination | Miles Traveled | Eligible for Reimbursement | Total |
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Form revised 7-26-21