

STATEMENT OF CLAIM BY SCHOOL COORDINATOR

Please return to:

University of South Australia
GPO Box 2471
Adelaide SA 5001
IPC: MAG-02 (Attn: Professional Experience Office)
Education Futures

Attention: PEO Finance
Email: UnisaPlacement@unisa.edu.au
Ph: (08) 8302 6606

School Details

School Name	South Australian School
Address	123 Adelaide Street, Adelaide, 5000, SA

Practicum Name	EDUC 1044 Professional Experience B-3 (EC)		
Maximum Claimable Days	20	Number of student(s)	1
Student Name(s)	Jane Smith		

PLACEMENT BLOCK:	From	27/04/2024	To	23/06/2024	Account Code (office use only)	
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Total Number of days claimed for payment (Claimed days x number of students)	Rate per Day	Total Amount Claimed
20 x 1 = 20	\$1.78	\$35.60

CLAIMANT'S DETAILS

Family Name Dr/Mr/Mrs/Ms/Miss		Doe			
GIVEN NAMES		John			
HOME ADDRESS		12 Place Street			
Suburb		Adelaide		Postcode	5000
Mobile Phone	0400000000	Work Phone	0800000000	Date of Birth	01/01/1900
Email Address	placeholder@example.com			<input type="checkbox"/> Male <input type="checkbox"/> Female	

Certification by Coordinator/Principal – Signature

SIGN HERE

Date

NOTE: Each claimant must attach a completed Claimant's Details form for payment.

A TFN Declaration Form must be supplied in order to receive payment because UniSA Payroll now submit all payments direct to ATO via Single Touch Payroll. Your Full Name, Date of Birth and Tax File Declaration must be completed for UniSA Payroll to pay you. Without the required information, you will not be able to see the data supplied by UniSA Payroll on your MyGov for tax returns. In the past, this was not an issue.

Please email UnisaPlacement@unisa.edu.au if you would like a copy of an electronic TFN Declaration Form to be emailed to you.