



UPPSALA  
UNIVERSITET

Unit for Academic Teaching and  
Learning

## Mentored Teaching

### Academic Teacher Training Course

In the Teacher Training Course, the participants are to take the compulsory assignment 'Mentored Teaching', being required to teach class on a singular occasion at the department. This assignment includes a pre- and post-mentoring meeting ranging from 30 to 60 minutes, respectively, as well as a classroom observation visit by the mentor. The mentor must be certified in terms of taking the mentor training course offered by the Unit for Academic Teaching and Learning at Uppsala University, as well as be part of the teaching mentor network established by the Unit. When finished mentoring teaching, the mentor is entitled to receive payment corresponding to two lecturing hours.

Mentored teaching completed

Date \_\_\_\_\_

Signed by the teacher

Signed by the mentor

\_\_\_\_\_  
Spell carefully

\_\_\_\_\_  
Spell carefully

Academic Teacher Training Course \_\_\_\_\_

Course opportunity number and term

### Course Participant

The form must be scanned and returned via e-mail to Eva Lide, [eva.lide@uu.se](mailto:eva.lide@uu.se) in order for the *course participant* to have the mentored teaching assignment approved and finalized.

### Supervisor/mentor

For a *supervisor/mentor* who wishes to request remuneration, please register this in Primula.

Please attach this form as the formal basis for your remuneration request as it is required in order to approve it.

Go to Primula

- Choose Form – Hourly wage
- Select Form – Hourly remuneration
- Select position Remuneration (Minirapp (travel other unit)).
- Hourly remuneration per occasion is 2 hours at 820 SEK
- As contact person, please register the name of the individual published in the header Course Participant.
- In the field "Send case to administrator at": choose 72601, Enheten för universitetspedagogik.

[Instructions: how to register a Hourly remuneration for teaching and other hourly rem request in Primula.](#)

If you don't have the opportunity to fill in Primula, enter your social security number below.

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