

LETTER OF SUPPORT FORM

Letter of Support

Letter of Support for

MIT Bachelor of Education (Early Childhood Teaching) applicant
from Early Childhood Centre



1

Name of Centre Manager/Supervisor/Head Teacher	
Name of centre	
Address of centre	
Postcode	Phone
Postal address if different from above	
Postcode	
Type of Early Childhood setting (eg public kindergarten, childcare centre, kohanga reo)	
Times of sessions/hours centre is open	
Details of centre licence	

2

Providing support for a centre-based student teacher from MIT involves:

- Communicating with the visiting lecturer about the student teachers' progress in field based experience
- Releasing the student teacher for classes at MIT (usually two days a week)
- Signing a contract with MIT, Early Childhood Education Section
- Providing the student teacher with information about the centre (e.g. centre philosophy, policies etc)
- Completing an hours sheet of the times the student teacher attends the centre
- Allowing the field based experience visiting lecturer to visit the student teacher in the centre to observe and confer with the student teacher
- Informing the visiting lecturer of any concerns about the student teacher
- Releasing the student teacher for each of the three teaching practicums (year one - 3 weeks, year two - 4 weeks and year three - 5 weeks)
- Providing the student teacher with three full-time home centre teaching experiences (year one - 2 weeks, year two - 3 weeks and year three - 3 weeks).

3

This will be a (Tick one) ☐ voluntary ☐ paid position of hours
(at least 12 hours per week, for each week of the semester except where the student teacher is on full-time practicum placement).

4

Does the centre have a teacher with full NZ registration who can act as an ☐ Yes ☐ No
associate teacher for the student while on home centre practicum?

5

The centre management and I agree to support as a student teacher for
centre-based practicum.

Signature

Date / /
DAY MONTH YEAR

When a student is accepted onto the programme, the centre is sent an information pack called 'Guidelines for Early Childhood Centres with Bachelor of Education (ECT) students from Manukau Institute of Technology.'

If you would like a copy of this pack sent to you now, please tick the box: ☐