



Division of Education | Department of Educational and Community Programs
Special Education

CHILDREN'S SIS COMPENSATION FORM – INDIVIDUAL TEACHERS

DATE: December 6, 2012
TO: Participating Teachers in Field Test
FROM: Carolyn Hughes, Queens College, CUNY
RE: Compensation for Participation in Field Test

Thank you so much for your help as we develop the *Supports Intensity Scale for Children (SIS-C)*. Your efforts will help us better assess the support needs of children with intellectual and developmental disabilities. We know this project has required your time, effort, and expertise and we truly appreciate your participation.

In return, we will provide \$50 for each assessment you complete to compensate for your time and effort to use for yourself or your classroom. After you complete and return this form, we will initiate processing of the compensation, which will come directly to your home address from CUNY.

Date: _____

Name: _____
 First Middle Last

Home Mailing Address: _____
 Street/P.O. Box
 _____ City State Zip Code

Home Telephone: _____ School Telephone: _____

Name of School and City/State: _____

NUMBER OF ASSESSMENTS COMPLETED _____

PLEASE RETURN THIS FORM AND THE ATTACHED W-9 FORM WITH YOUR COMPLETED ASSESSMENTS (DIRECTIONS ON NEXT PAGE)

**DIRECTIONS FOR RETURNING ASSESSMENTS
AND COMPENSATION AND CONSENT FORMS**

1. Complete all assessments according to the directions provided in the training session. Check to see that you have entered all the demographic information and responded to all the items. **DO NOT LEAVE ANY ITEMS BLANK OR WRITE “N.A.”**

2. You can make copies of the completed assessments for you own use with your students. We think you will find them helpful with your IEPs.

3. Put (1) all completed assessments, (2) the attached completed compensation form, (3) the completed W-9 form, and (4) your consent to participate form together in an envelope.

4. When all assessments are completed, mail everything to:

Carolyn Hughes, Ph.D.
Department of Educational and Community Programs
Queens College, CUNY
65-30 Kissena Blvd.
Flushing, NY 11367-1597

5. You will receive your compensation check at your home address.

6. Please contact me if you have questions at:
carolyn.hughes@qc.cuny.edu
office: 718-997-5360
cell: 917-280-2264

THANK YOU FOR PARTICIPATING IN THIS PROJECT!