

# CPCO SERVICES - CONTRACTED ASSOCIATES APPLICATION FORM

Your CPCO services will commence on the date that CPCO receives the completed **Contracted Associates Application Form**. Incomplete forms will not be processed. Any false information provided may result in the immediate cancellation of CPCO services retroactive to the date of submission of this form. **Please send your forms directly to CPCO.**

**PERSONAL INFORMATION**

First name \_\_\_\_\_ Last name \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_  
 Province \_\_\_\_\_ Postal code \_\_\_\_\_ Phone \_\_\_\_\_

**PROFESSIONAL/SCHOOL INFORMATION**

Board name \_\_\_\_\_  Principal  Vice-Principal  Elementary  Secondary  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City \_\_\_\_\_ Province \_\_\_\_\_ Postal code \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

**Ontario College of Teacher number** \_\_\_\_\_ **Date of birth (mm/dd/yyyy)** \_\_\_\_\_  
**Gender:**  Male  Female **Do you have Principal's Qualifications Program Part 1 and 2?**  Yes  No  
**Are you on a Temporary Letter of Approval?**  Yes  No **Start date of contract (mm/dd/yyyy)** \_\_\_\_\_  
 .....  
 I consent to receiving electronic communications from CPCO that include legal updates, news, publications, invitations to programs and events, and vendor discounts and promotions.  
 I confirm that the information provided above is accurate and true.  
 .....

**Fees<sup>1</sup>**

- The fees for the 2018-2019 school year are:
- Less than the TPP prescribed limit (50 days) is 50% of current Practising Associate service fees (2018-2019: \$657.50)
  - More than the TPP prescribed limit (50 days) is 100% of current Practising Associate service fees (2018-2019: \$1,315)

<sup>1</sup> This fee entitles you to all of the benefits of services for the current school year, provided you otherwise meet the definition of Contracted Associate and do not work beyond the month in which you reach the limits prescribed by the Teachers' Pension Plan (TPP). If a term assignment exceeds the limits and following the notification of the TPP by the Contracted Associate, the full fee must be remitted forthwith in order to maintain entitlement to the benefits available as a Contracted Associate. Fees paid for term assignments are non-refundable. Services are effective once completed form and payment has been received.

**PAYMENT OPTIONS - Please be advised that applications received with payment only will be processed.**

1. Cheque made payable to **Catholic Principals' Council Ontario** in the amount of \$ \_\_\_\_\_ 2. Credit cards: **VISA** or **MasterCard ONLY**  
 Visa \$ \_\_\_\_\_ MasterCard \$ \_\_\_\_\_ Card # \_\_\_\_\_ Exp. date \_\_\_\_\_  
 3-digit security # \_\_\_\_\_ Name on card \_\_\_\_\_ Signature \_\_\_\_\_

**OFFICE USE ONLY**  
**CPCO Associate#:** \_\_\_\_\_ **School Id#:** \_\_\_\_\_ **Effective date of service:** \_\_\_\_\_