

Educational Support Activities: how to claim on CamCORS

As approved by Academic Policy Committee and Education Board in Easter Term 2023, various educational support activities can be claimed via CamCORS for inclusion in a college lectureship stint or as payment if the provider is paid at a casual rate.

CamCORS v.7 has restricted category names. You can see details by clicking on each category in the dropdown menu (see screenshot below):

The screenshot shows the 'Create General Claim' form in the CamCORS system. The form includes three input fields: 'Term' (set to 'L 2024'), 'College' (set to 'Girton College'), and 'Category'. A dropdown menu is open for the 'Category' field, displaying a list of categories. The 'Student help - Student help Rate 3' option is highlighted with a blue bar. The page header includes 'C-A-S-C', 'Online Reporting of Supervisions v7', and a user profile 'sd367'. The navigation bar contains 'Home', 'Supervision Reports', 'Non-supervision Reports', 'General Claims', 'my CamCORS', and 'Lookup'. The footer has 'Useful links:', 'Information:', and 'Contacts:'.

Below are the key details of each category:

Admissions interviews – Admissions interviewing rate 1

This currently allows interviewers to claim under the 21+ interview rule. Interviewers in the 23-24 round have been paid via payroll for these interviews.

Exams – General Mock Exam Work

This is to claim for mock exam marking – 15 minutes per script – but only if feedback is not included in a supervision.

Exams – Mock Exam Setting

This is to claim 1 hour, if substantial work is required to set a mock exam.

Outreach – Outreach Rate 1

Claim of up to 2 hours for delivering a Masterclass.

Student help – Student help rate 1

This is for significant time spent supporting a student event such as a Communications Prize. Please agree the number of hours to be claimed with the Deputy Senior Tutor.

Student help – Student help rate 2

This is for significant time dedicated to supporting a student society, Please agree the number of hours to be claimed with the Deputy Senior Tutor.

Student help – Student help rate 3

This is for other forms of student support as a subject group, such as a group academic skills session. Please agree the number of hours to be claimed with the Deputy Senior Tutor.

Study Skills – Individual Study Skills

This is for delivery of a Girton Skills Programme event/academic study skills session as part of GSP.