

TIPP FAQ



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The following frequently asked questions (FAQ) are correct at the time of publication and will be updated annually. For all further queries please refer to your TIPP Guidelines and Requirements or reach out to TIPP@decyp.tas.gov.au

Scholarship and Leave

Am I a DECYP employee?

As an intern, you are signed on a scholarship (not employment) in accordance with the DECYP finance agreement.

If you accept LAT work in Term 3, this constitutes employment.

However, this LAT employment is a separate contract with DECYP which runs concurrently with the TIPP.

What do I do about time off? For example, holiday or sick leave?

As an intern teacher in a school, recreational leave outside school holiday dates is discouraged. However, if there are extenuating circumstances this can be discussed with your Principal, Mentor and the TIPP team.

Personal Leave is managed at the school level with communication to your mentor to follow school process, in addition to emailing the TIPP team. Personal leave will not affect your scholarship payment.

Have Interns signed on for longer than just the Intern year?

Yes. Once Interns successfully complete the TIPP Internship and their UTAS degree, they are offered permanency with DECYP. As a permanent employee, Interns will undertake a 12-month probation, and the Assignment Period at their school will be in line with the *Teacher Transfer / Assignment of Permanent Duties Industrial Agreement 2013*.

Duty of Care and Onsite Hours

What are my expectations for supervision (i.e. playground duty)?

Mentors are to retain the legal responsibility and duty of care of the class. Interns are unable to have duty of care while engaged as an Intern. Similarly, when on Professional Experience (PE) Placement, under the [PE 3 Guidelines](#) 'The Supervising Teacher maintains a duty of care for the class at all times and should not leave the pre-service teacher/s unattended in the classroom for any period of time.'

Exception: Interns have duty of care if undertaking paid LAT work in Terms 3 and 4.

Is there any flexibility in working from home on study days?

Interns are expected to be onsite for 35 hours a week. If this presents a challenge, please reach out to your mentor and the TIPP team to discuss your specific circumstances. An exception is given to write-up week when completing the GTPA.

Can allocated study time be spread across the week?

Yes. Interns and mentors work together to timetable on-class and study times that are mutually agreeable. We recommend lengthy blocks of time for study.

Professional Experience and UTAS

Where will interns complete Professional Experience?

Professional Experience will be completed at the placement school and form part of the internship year. If necessary, alternative arrangements can be made by negotiation – contact the TIPP team.

When is Professional Experience?

Bachelor of Education (Primary)

EPR 300 May 18th – June 26th, 2026

Master of Teaching Primary & Secondary

EMT614, EMT624 25th May – 26th June 2026

Bachelor of Education (Health & Physical Education)

ESP300 18th May – 26th June 2026

Bachelor of Arts and Master of Teaching (Secondary)

EMT614 / EMT624 25th May – 26th June 2026

For all other placement lengths, please discuss with UTAS and TIPP.

When will Interns complete the GTPA?

Mid-year and End of year Graduates will undertake their GTPA at the same time as their UTAS peers – see Unit Coordinator of Preparing for the Profession for submission dates.

They are entitled to complete the write-up week off site.

How much teaching should interns be doing? Should interns just be observing and helping in class?

Outside of Professional Experience, interns and mentors can negotiate the level of teaching. This is based on a range of factors, including the intern's readiness, their study load, and the amount of LAT work undertaken in Terms 3 and 4. Refer to the TIPP Guidelines for further information for each term.

Can an intern graduate from their UTAS course in Semester 1?

Yes. The intern will still need to complete their internship for the remainder of the TIPP year in accordance with the Finance agreement.

At the start of the year, how should an intern introduce themselves to staff and students?

As an intern. Let staff and students know the intern is studying to be a teacher and is at the school to gain work experience. They may wish to explain that there are times when they will be studying, and times when they will be teaching.

Can TIPP mentors make a claim for payment for mentoring duties?

No. There is no financial benefit to mentors. The school receives 0.10 FTE funding into the School Resource Package to fund the time release required to conduct mentoring.

Limited Authority to Teach (LAT)

Will interns be paid for relief or contract work?

Yes. They will also continue to receive their scholarship payment.

Where can interns do LAT work?

Interns will receive a LAT for their intern placement school only. However, if their Employment School is different to their Intern School, they may be given a LAT for both schools upon negotiation with the TRB.

Is there a fee for LAT application?

Yes. TRB requires a payment from each LAT applicant to progress their LAT application. All LAT applicants must pay the fee once for the year. Details on this can be found [Fees and payments - Teachers Registration Board Tasmania](#)

Do interns continue to spend time in their Mentor's class in Terms 3 and 4 if they are doing LAT work?

Yes, where possible. LAT work is based on school need and intern capacity. It is recommended that interns carefully consider their study load when undertaking LAT work.

If an intern is doing LAT work, are they still entitled to mentoring?

Yes, as the mentor continues to receive time release. Mentoring sessions might take on a different focus; for example, the mentor might join the intern in their relief class to observe and provide feedback, or they might discuss and provide feedback on the intern's relief planning. However, time with the mentor must remain at 0.10 FTE.

Professional Learning

Are Beginning Teacher Time Release (BeTTR) hours for interns?

No. Interns will be eligible for BeTTR once they become a first-year teacher. For mid-year Graduates, schools should refer to the [BeTTR Guidelines](#).

Can interns do Professional Learning?

Yes, with approval from your Principal and if the professional learning is suitable for a pre-service teacher. Interns should discuss any professional learning with their mentor teacher in the first instance.

Financial

Can interns salary sacrifice?

No. Salary sacrifice options will be available on employment post internship.

Do interns pay tax?

Yes. The TIPP scholarship forms part of your taxable income however there is no PAYG, this is the responsibility of the intern to manage. As an intern, you will receive a letter from Finance at EOFY stating how much you have received as part of your scholarship.

LAT (Fixed Term or Relief) is a taxable income and, it is the responsibility of the intern to manage their tax.

TIPP recommends speaking with an accountant or tax professional.

Do interns get a device?

Yes. Interns will be provided with a DECYP device and access to the Department's software and network.

Do interns get paid over the summer holidays?

The TIPP is a scholarship (not employment), and in line with the financial agreement, the final payment will be received the week commencing 14th December 2026. If successful, your permanency as a DECYP employee is effective from Term 1, 2027.

If an intern accepts the opportunity to undertake a LAT during their TIPP year, this constitutes employment with DECYP and will therefore be managed under separate terms. If an Intern accepts a Fixed Term Contract, they will accrue their entitled **recreation leave** that will get paid, either as a lump sum or fortnightly instalments over the holiday period before their permanent contract commences at the beginning of Term 1 the following year. Interns who are not contracted, therefore relief only during their TIPP year, will not be paid over the summer holiday break. For advice around employment, it is recommended that you contact Human Resources (HR) through the service portal: [Human Resources Portal](#)