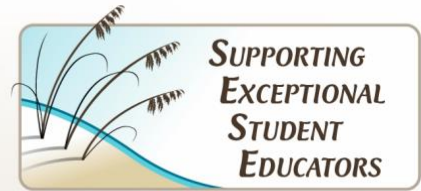




PreK Disabilities Endorsement Tuition Support Program

Bureau of Exceptional Student Education



Program Description and Application Process

The purpose of the Prekindergarten (PreK) Disabilities Endorsement Tuition Support Program is to provide financial assistance to exceptional student education, preschool, and early childhood teachers who are teaching children identified as having prekindergarten disabilities in a Florida public school. The program provides up to \$1000 per course for tuition support through annual funding from the Florida Department of Education, Bureau of Exceptional Education and Student Services under the Individuals with Disabilities Education Act, Part B.

To be accepted into this program, the applicant must:

- have a Florida Educator Certificate in any Exceptional Student Education area, Preschool Education, Primary Education, Prekindergarten/Primary Education, Elementary Education (K-6), or Early Childhood Education
- be currently employed in a Florida public school
- be teaching students identified with Pre-K Disabilities
- be prepared to enroll and register in a college or university

Upon completion of the program, recipients must agree to teach children identified as having PreK disabilities in a Florida public school for a minimum of one year for every six hours of tuition support received and add the appropriate endorsement to their professional certificate.

Application Process for Tuition Support

1. Submit the completed *Application, Verification of Employment* form signed by your current school administrator, and the *Service Obligation Agreement* to the Project Director.
2. Applications will be reviewed and eligibility for tuition support will be determined. Notification of acceptance will be sent to participants via email. Applications are accepted year-round. However, based on funding time frames, applications are usually reviewed and applicants accepted to start in January.
3. Applicants must complete all coursework within consecutive semesters, not to exceed four. Participants will be ineligible for continued tuition support if they are inactive for more than one semester. They will be required to pay back all tuition paid to date if they do not complete the course requirements, service obligation, and add the endorsement to their professional certificate.
4. Acceptance into the program is valid for one year, starting with the semester indicated on the application. If the participant does not start that semester, a new application will be required for subsequent semesters.
5. Prioritization of participants will be determined in the following order:
 - Priority 1: Participants that have already started with tuition support and have 3 or less courses to complete to be eligible for the endorsement.
 - Priority 2: Applicants that are currently working in a Florida public school with 100% of the students identified as Pre-K/ESE.
 - Priority 3: Applicants that have been teaching students identified as Pre-K/ESE for a minimum of two years and will use this experience in lieu of six semester hours of college credit towards ESE endorsement.
 - Priority 4: Applicants that are teaching students identified as Pre-K and want to earn the endorsement.
 - Priority 5: Hold a temporary license in any of the following subject areas: Exceptional Student Education, Preschool Education, Primary Education, Prekindergarten/Primary Education, Elementary Education (K-6), or Early Childhood Education.

Application items should be sent to:

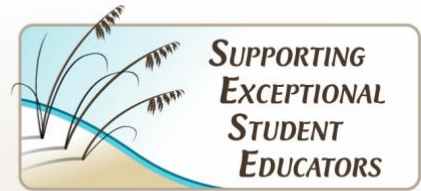
Ms. Melanie Morales, Project Director
Florida International University
Department of Teaching and Learning
11200 South West 8th Street, ZEB 340B
Miami, FL 33199
Fax: 305-348-2086
Email: esesupport@fiu.edu

Additional program information can be viewed at <http://florida-ese.org/tuition-support>.



PreK Disabilities Endorsement Tuition Support Program

Bureau of Exceptional Student Education



Application

Last Name: _____ First Name: _____ Middle: _____

Maiden Name or Previous Name (if applicable): _____

Race/Gender: _____ / _____ Florida Educator Certificate Number: _____

Areas of certification listed on Florida Educator Certificate: _____

Address: _____

Phone Number: _____ E-mail Address: _____

Alternate Phone Number: _____ Alternate E-Mail Address: _____

School Name: _____ District Name: _____

Disability Categories of Students in Class: _____ Current Teaching Assignment: _____

Name of university you plan to attend for endorsement courses: _____

Semester you plan to start: _____ Have you been admitted?: _____

Check the items below that apply and provide requested information.

- ☐ I have taken or are currently enrolled in courses for the endorsement. Names of courses enrolled/completed, name of university/college where courses enrolled/completed and student number:

- ☐ I am teaching Course #7650030 Prekindergarten Disabilities: Age 0-2 or Course #7650130 Prekindergarten Disabilities: Age 3-5.
- ☐ I have been teaching students identified as Pre-K/ESE for a minimum of two years and will use this experience in lieu of six semester hours of college credit towards Pre-K/ESE endorsement.
- ☐ Currently, at least one student in my class or on my caseload is identified as pre-k with disabilities.
- ☐ I currently hold a Temporary Educator Certificate in the following subject area: _____

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I have read and understand the Program Description and Requirements for the Prekindergarten Disabilities Endorsement Tuition Support Program. The information provided above is correct and accurate

Signature of Applicant

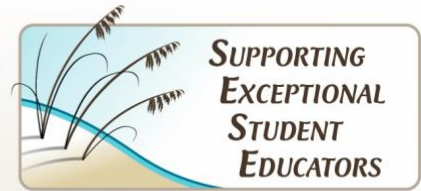
Date

***If your application is incomplete, it will not be processed for consideration.*



PreK Disabilities Endorsement Tuition Support Program

Bureau of Exceptional Student Education



Verification of Employment

The purpose of the Prekindergarten (PreK) Disabilities Endorsement Tuition Support Program is to provide financial assistance to add the appropriate endorsement for exceptional student education, preschool, and early childhood teachers who are teaching children identified as having prekindergarten disabilities in a Florida public school.

To be accepted into this program, the applicant must have a Florida Educator Certificate in exceptional student education, preschool education, primary education, prekindergarten/primary education, or early childhood education; be currently employed in a Florida public school; and be teaching children with PreK disabilities. Program recipients must agree to teach children identified as having PreK disabilities in a Florida public school for a minimum of one year for every six hours of tuition support received AND add the appropriate endorsement to their professional certificate.

Please contact Melanie Morales, Project Director, at 305-348-2390 or via email at esesupport@fiu.edu if you have questions.

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TO BE COMPLETED BY PRINCIPAL:

I verify that _____ is employed in _____.
Name of Applicant *Name of School District*

The applicant currently is:

- teaching Course 7650030 Prekindergarten Disabilities: Age 0-2 **or** Course 7650130 Prekindergarten Disabilities: Age 3-5, OR
- teaching students identified as Pre-K/ESE for a minimum of two years and will use experience in lieu of six semester hours of college credit towards Pre-K/ESE endorsement.
- Currently, at least one student in applicant's class or caseload is identified as pre-k with disabilities.

Signature of School Principal

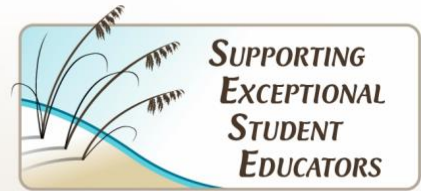
Date

*The names of all the program participants in your school district will be provided to the district exceptional student education director(s).



PreK Disabilities Endorsement Tuition Support Program

Bureau of Exceptional Student Education



Service Obligation Agreement

Name: _____ District: _____

The purpose of the Prekindergarten (PreK) Disabilities Endorsement Tuition Support Program is to provide financial assistance to add the appropriate endorsement for exceptional student education, preschool, and early childhood teachers who are teaching children identified as having prekindergarten disabilities in a Florida public school. The program provides up to \$1000 per course for tuition support through annual funding from the Florida Department of Education, Bureau of Exceptional Education and Student Services under the Individuals with Disabilities Education Act, Part B.

By accepting the financial assistance provided by this program, you agree to:

1. Register each semester per the timeframes provided by your college or university. This program will not reimburse for late registration payment or charges.
2. Pay all tuition costs and fees that exceed \$1,000 by the deadline set by the university you are attending.
3. Provide updated contact information and respond to all correspondence in the required time frame.
4. If necessary, withdraw from the course prior to the drop/add date at the university you are attending to avoid financial penalties.
5. If you withdraw from the course after tuition support has been guaranteed or processed, you have two alternatives:
 - a. You are required to pay back **all** tuition paid to date, not just the class you dropped; or
 - b. You can re-take the course at your own expense. Once you have completed the course successfully with a grade of C or better, you may be eligible for continued support pending grant fund availability. You must provide proof of a passing grade.
6. Earn at least a C in all courses. If you earn a grade lower than a C, you have two alternatives:
 - a. You are required to pay back **all** tuition paid to date, not just the class you earned lower than a C; or
 - b. You can re-take the course at your own expense. Once you have completed the course successfully with a grade of C or better, you may be eligible for continued support pending grant fund availability. You must provide proof of a passing grade.
7. If (for a valid reason) you receive a grade of Incomplete for the semester in which you received tuition support, tuition support will not be available until that grade has changed to a C or better.
8. Report your final grade to the Project Director at the end of the semester.
9. Complete all required coursework in consecutive semesters, not to exceed four.
10. Re-submit an application if you do not start coursework in the semester in which you were approved.
11. Participate in project evaluation activities.
12. Funding each semester is subject to availability.
13. Not accept tuition support from any other funding source. The amount of this financial assistance will be reported to the financial aid department at your university or college.

Upon completion of the program, you agree to:

1. Notify the Project Director that you have completed required coursework and that you will no longer seek tuition support.
2. Provide your current address, telephone number, and email to the Project Director.
3. Apply for and send proof that the PreK disabilities endorsement has been added to your Florida Professional Educator's Certificate by providing a copy to the Project Director.
4. Provide the *Verification of Employment* form at the beginning of each school year to the Project Director until the period of service obligation is fulfilled.
5. Teach students identified as having prekindergarten disabilities in a Florida public school for a minimum of one year for every six hours of tuition support you receive. You will have up to three years to begin to fulfill your service obligation. If you decide not to teach in a Florida public school with students identified as having prekindergarten disabilities, you may be required to pay back the funds.

I have read and accept the terms outlined above.

Signature of Applicant

Date