



East Central Foundation Teacher Certification Exam Reimbursement Application

Purpose:

The purpose of this reimbursement opportunity is to ensure every East Central student has access to highly qualified, certified teachers. This opportunity supports the goal by reimbursing current employees for the cost of content exams in order to obtain the appropriate teaching certification in high need areas as defined by the Texas Education Agency. These areas are: Special Education, Bilingual, English as a Second Language (ESL), Secondary Math and Science, and Career and Technical Education.

Financial reimbursement will be considered for TEA required exam fees upon verification of passing score and confirmation of appropriate standard certification status.

Qualifications for Application and Funding:

1. **Employment Status:** Applicant must be a current employee of ECISD.
2. **Certification Readiness:** Applicants must meet all qualifications for the teaching position except for certification. Qualifications may vary based on the specific teaching position and certification requirements.
3. **Placement Assurance:** There must be reasonable assurance of placement in a *teaching position* in the district upon completing all certification requirements.
4. **Reimbursement Terms:** The EC School Foundation may reimburse the testing fee for passed **content** exams (\$118.00 per test) required for initial certification and applies only to exams taken after the first date of employment with ECISD.
5. **Employee Agreement:** Compensation is contingent on continued good status as an ECISD employee.

Application Process:

Applications will be reviewed by the Personnel Department, which will verify test scores and certification status. Eligible applications will then be recommended to the East Central Foundation Board of Directors for reimbursement approval. **Applicants must include receipt or proof of payment for the certification exam along with this application.**



Teacher Certification Exam Reimbursement Grant Application

Name: _____ TEA Test ID: _____

Campus/Department: _____

Current Role: _____

Certification Seeking: _____

Name of Exam(s): _____

Testing Date(s): _____ Estimated Total Cost: _____

It is my intention to remain employed with East Central ISD for a minimum of three years after completing the certification requirements and placement in a teaching position.

Employee Signature: _____ Date: _____

Personnel Director Signature: _____ Date: _____