



Educational Assistant and School and Community Service Professional
Application for Education Stipend

Stipend Description:

The Saint Paul Federation of Educators and Saint Paul Public Schools agree that Educational Assistants and School and Community Service Professionals are an integral part of the District community and that providing assistance to become classroom teachers in Saint Paul Public Schools can strengthen and help diversify the teaching force. The Educational Assistant and School and Community Service collective bargaining agreements include the award of 10 stipends of \$2500 each to Educational Assistants or School and Community Service Professionals who are in school to complete a “teaching” license (teacher includes any licensed position in a school, i.e. counselor, social worker, etc.) This stipend is to be used toward their school expenses.

Qualifications:

An Educational Assistant or School and Community Service Professional may apply for an Education Stipend after completing a minimum of two years of employment with Saint Paul Public Schools.

Applicants must submit the following information to be considered for a stipend:

1. The attached completed application form.
2. Verification of acceptance into a post-secondary institution.
3. A current resume.
4. An official transcript from any accredited college or university you have attended.
5. A short essay (at least 250 words) answering the questions:
 - a. Why do you want to be a teacher in Saint Paul Public Schools?
 - b. As a teacher, how will you use your experience as an educational assistant to ensure high academic achievement for all students?

Application Deadline:

Applications deadlines are October 1 and March 1 (or the following business day) each school year. Applicants will be notified of selection the following month (December or June).

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Please complete the following information:

Name: _____

Employee Number: _____ Job Title: _____

School/Program: _____

Email Address: _____ Phone Number: _____

How many years have you been employed as an Educational Assistant and/or School and Community Service Professional?

What license are you seeking?

What licensure program are you enrolled in and at what institution?

When did you start your program?

What is your projected end date for achieving licensure?

I have read and agree to all the provisions for accepting an Education Stipend. I certify that the information provided on this application and in supporting documentation is complete, accurate and true to the best of my knowledge.

Signature: _____ **Date:** _____

Please return all completed application materials to:

Priscilla Hernandez
Human Resource Department – Saint Paul Public Schools
360 Colborne Street, St. Paul, MN 55102