



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 workforce. The Educational Assistant and School and Community Service collective bargaining agreements include the award of 10 education 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. Preference will be given to employees seeking a license in a hard-to-fill license area.

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. The Verification of Acceptance and Enrollment Form (see page 3).

Application Deadline:

Application deadlines are October 15 and March 1 (or the following business day) each school year. Applicants will be notified of selection the following month.

Please return all completed application materials to:

Mary Yang
Educator Development, Human Resources – Saint Paul Public Schools
360 Colborne Street, St. Paul, MN 55102
mary.yang@spps.org



EA and SCSP Application for Education Stipend

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?

Why do you want to be a teacher in Saint Paul Public Schools?

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:** _____



Verification of Acceptance and Enrollment Form

Licensure field in which the student is currently enrolled	
Check one of the following for renewal only:	
<input type="checkbox"/>	The student is currently enrolled in coursework in the Minnesota teacher preparation program in the above licensure field(s).
<input type="checkbox"/>	The student is making meaningful progress in the Minnesota teacher preparation program in the above licensure field(s)
<input type="checkbox"/>	The student is not enrolled or not making meaningful progress in the Minnesota teacher preparation program in the above licensure area.

I confirm this information is correct	
Print Name of Authorized Official	Title
Email Address for Authorized Official	Telephone Number (including area code)
Name of Teacher Preparation Program	Location (city, state, ZIP code)
Signature of Authorized Official	Date