



# EDUCATOR CONDITIONAL SCHOLARSHIPS

*PROGRAM GUIDE FOR PROSPECTIVE APPLICANTS*



FALL 2019

## TABLE OF CONTENTS

Program Descriptions .....	1
Minimum Qualifications .....	2
Additional Program-Specific Eligibility Requirements.....	3
Awarding Priorities .....	3
Process and Timeline.....	4
Teaching Service Obligation .....	4
Definitions.....	6
Contact the Author.....	6
Appendix A: Shortage Areas for Biennium 2019 – 2021 .....	7
Appendix B: Approved Teacher Preparation Programs - Fall 2019.....	8

## PROGRAM DESCRIPTIONS

Washington State provides a suite of financial aid programs to develop and support the educator workforce. These programs are administered by the Washington Student Achievement Council (WSAC).

**Conditional scholarships** encourage individuals to pursue teaching in subjects or locations of high need, also known as “shortage areas” (see [Appendix A](#)). In return for the funding received, the recipient commits to teach at a Washington K-12 public common school for two years, or fulfill the obligation in half the time by serving in a shortage area. If the recipient fails to fulfill the teaching service obligation, the recipient must repay the funding, adjusted for any service completed, plus interest and fees. See page 5 for more information about the service obligation.

The following two programs are accepting applications for the fall 2019 cycle. In response to recent legislation, additional program offerings are being phased in. Check the [Teacher Programs](#) page on WSAC's website for updates.

The **Pipeline for Paraeducators Conditional Scholarship** program was established to support paraeducators who wish to become teachers by providing financial aid for the completion of an Associate of Arts degree. Participants are eligible to receive a Pipeline for Paraeducators Conditional Scholarship for up to four academic years. Scholarship award amounts may vary depending upon financial need and funds available. For the fall 2019 cycle, the Pipeline for Paraeducators award amount is up to \$4,000 per academic year.

The **Educator Retooling Conditional Scholarship** program was established to increase the number of public school teachers with endorsements in shortage areas. Participants are eligible to receive an Educator Retooling Conditional Scholarship for up to two academic years. Scholarship award amounts may vary depending upon financial need and funds available. For the fall 2019 cycle, the Retooling award amount is up to \$3,000 per academic year.

## MINIMUM QUALIFICATIONS

Please note that there is no Washington residency requirement for conditional scholarship eligibility; however, recipients should apply only if they are confident in their ability to fulfill the Washington teaching service obligation to avoid monetary repayment.

In order to be considered, candidates must meet the following minimum qualifications. All candidates who meet these minimum qualifications are encouraged to apply.

### **For all conditional scholarship programs:**

1. Fill out a [FAFSA](#) or [WASFA](#).
2. Have no existing Washington State service obligations (federal obligations like the TEACH Grant are okay).
  - a. Candidates who have already received a state conditional grant or scholarship that includes an unsatisfied teaching service obligation do not qualify.
3. Not owe a repayment to any state or federal grant or scholarship nor be in default on a state or federal student loan. (Having student loans is acceptable so long as the applicant is in good standing.)
4. Not pursue a degree in theology.

## ADDITIONAL PROGRAM-SPECIFIC ELIGIBILITY REQUIREMENTS:

### **Pipeline for Paraeducators Conditional Scholarship:**

1. Not have earned a college degree.
2. Provide documentation from district or building of one year of successful student interaction and leadership as a classified instructional employee; or completion of two years of a [Recruiting Washington Teachers](#) program.
3. Intend to pursue an initial teacher certificate with an endorsement in a shortage area (see [Appendix A](#) for current list) by enrolling directly in an [approved teacher preparation program](#) after earning the Associate of Arts degree.
4. Be accepted into, and maintain enrollment for no more than the equivalent of four full-time years at, a community and technical college in Washington State.

## ADDITIONAL PROGRAM-SPECIFIC ELIGIBILITY REQUIREMENTS:

### **Educator Retooling Conditional Scholarship:**

1. Hold a current Washington teacher certificate (residency, professional, or continuing) or an expired Washington teacher certificate issued after 2005.
2. Pursue an additional endorsement in a shortage area (see [Appendix A](#)).
3. Take one of the following pathways to add the endorsement:
  - a. Endorsement test only
  - b. Completion of an add-on endorsement program at a college or university (plus test). The program must be approved by the Professional Educator Standards Board and be approved to participate in state financial aid (see [Appendix B](#)).

## AWARDING PRIORITIES

In the likely event that the program receives more applications than can be awarded, the following priorities will be considered:

### **Pipeline for Paraeducators Conditional Scholarship Program:**

- Applicants recruited and supported by their school districts to become teachers.
- Applicants who are veterans of the U.S. Armed forces or members of the National Guard.
- Applicants who completed two years of a [Recruiting Washington Teachers](#) program.
- Applicants intending to complete an Associate of Arts degree in two academic years or less.

### **Educator Retooling Conditional Scholarship Program:**

- Applicants who are veterans of the U.S. Armed forces or members of the National Guard.
- Applicants assigned to a school that is required under state or federal accountability measure to implement a plan for improvement.
- Applicants assigned to a school whose enrollment of ELL students has increased an average of more than 5% per year over the previous 3 years.
- Applicants intending to complete an endorsement in a shortage area in one academic year or less.
- Compelling evidence of high need for endorsement in district of employment
- Demonstrates in administrator letter of support that applicant has administrative support necessary to be successful or Personal Statement (only if not employed by district).

## PROCESS AND TIMELINE

**Important note for all programs:** Applicants must submit their financial aid application ([FAFSA](#) or [WASFA](#)) within **10 days** after completing their scholarship application.

**Pipeline for Paraeducators Conditional Scholarship:** We are accepting applications on a rolling basis each year. See [WSAC](#) website for more detail. WSAC will send out award notifications via email to all applicants, whether selected or not. The conditional scholarship funds will be sent to the recipients' financial aid offices for disbursement.

**Educator Retooling Conditional Scholarship Program:** We are accepting applications on a rolling basis each year. See [WSAC](#) website for more detail. WSAC will send out award notifications via email to all applicants, whether selected or not. The Educator Retooling Conditional Scholarship Program will send funds directly to the participants via US postal service.

## TEACHING SERVICE OBLIGATION

A Conditional Scholarship is a **CONDITIONAL LOAN**. In order to avoid repayment of the remaining amount (principal) plus interest and fees, you must:

- (i) Complete the requirements to earn your credential, and
- (ii) Complete your entire teaching service obligation within the allowed time, as specified below. Washington State will forgive your loan in exchange for sufficient qualified teaching service.

In order to accept the Conditional Scholarship, recipients must sign a Promissory Note, which is a legal document that outlines the terms of the obligation and enforces the recipient's promise to fulfill them.

What follows is a **summary** of the terms of the obligation, which are outlined in more detail in the Promissory Note. Recipients are responsible for reviewing and understanding the Promissory Note.

## Teaching service obligation requirements

In order to fulfill the obligation through teaching service, the borrower must:

1. Complete the credential within the allowed time (extensions may be granted with prior approval from WSAC):

### **Pipeline for Paraeducators Conditional Scholarship:**

- a) Complete an Associate of Arts degree at a community and technical college in four academic years or less.
- b) Enroll and continue to make satisfactory progress in a teacher preparation program and earn the Washington State residency teacher certificate.

### **Educator Retooling Conditional Scholarship:**

Complete the requirements of your endorsement in the equivalent of one full-time academic year.

2. Secure employment as a teacher or substitute teacher at a Washington K-12 public common school. Comparable employment in other instructional roles may be acceptable with pre-approval from WSAC.
3. Fulfill the teaching service obligation of **two full-time school years (360 full-time days) for each year of funding received**. This obligation can be fulfilled in half the time, or one full-time school year (180 full-time days), for service in a shortage area (see [Appendix A](#)).

Additional terms and conditions for earning loan forgiveness:

- Borrowers can earn service credit for full-time or part-time positions so long as they teach for at least the minimum of 40 full-time days during the school year (i.e., no credit is earned for teaching fewer than 40 days/year). Partial days earn prorated service credit. For example, 80 half-time days equal 40 full-time days.
- Borrowers earn service credit for each day they teach from the minimum of 40 days up to the maximum of 180 days per school year.
- Borrowers are responsible for submitting document of teaching service to WSAC at the end of each school year.

## DEFINITIONS

### Deferments

If special circumstances prevent the recipient from being able to continue in the preparation program or in teaching, the borrower may request, in writing, a deferment to temporarily postpone their obligation. Deferments must be pre-approved by WSAC and are only granted when the borrower's circumstances qualify based on WSAC's deferment policies.

### Monetary repayment

If the borrower does not start teaching, or stops teaching prior to fulfilling the entire obligation, and is not in an approved deferment or grace period, then the conditional loan must be repaid. The amount due will be proportionate to the unsatisfied portion of the teaching service obligation, plus interest and fees.

For example, if the borrower fulfills half of the obligation through teaching service, then the initial loan balance would equal the remaining half of the grant award. Borrowers in repayment status are expected to make monthly payments over the maximum term defined below. Borrowers are allowed to make a prepayment or additional principal payments to potentially reduce the fee and interest charges and the time it takes to pay off the loan.

### Grace period

Borrowers are granted a single six-month grace period before they must begin service or making repayments. For Pipeline for Paraeducators, the grace period begins whenever the borrower leaves the program, drops below half-time enrollment, or earns the residency teaching certificate. For Retooling, the grace period begins when the borrower earns the Retooling endorsement or an equivalent of one full-time academic year passes, whichever occurs first. No interest is charged during the grace period.

### Maximum term

The recipient must fulfill the entire obligation, via teaching service or monetary repayment or a combination of the two, within 10 years, not including the six month grace period. The obligation can be cancelled only in the event of the borrower's death or total and permanent disability.

## CONTACT

For more information about these programs, contact WSAC staff:

**Phone:** 1-888-535- 0747, Option 6

**Email:** [teachers@wsac.wa.gov](mailto:teachers@wsac.wa.gov).



## APPENDIX A

### SHORTAGE AREAS FOR BIENNIUM 2019 - 2021

The Educator Conditional Scholarship Programs are designed to address areas of educator shortage. The establishing legislation defines “shortage area” as an endorsement or geographic area with a shortage of certificated employees. The areas are defined biennially by the Washington Professional Educator Standards Board (PESB), in consultation with the Office of the Superintendent of Public Instruction (OSPI), using quantitative and qualitative measures.\*

#### Instructions:

Fall 2019 applicants to the Educator Retooling and Pipeline for Paraeducator Conditional Scholarship Programs should refer to the list of shortage areas for the Educational Service District (ESD) in which they are employed. For retooling applicants who are currently unemployed, please use the list for the ESD where you intend to seek employment. To determine which ESD your district is located in, please visit [OSPI's webpage](#) or download [OSPI's School Districts and ESDs Map](#).

If you do not see your endorsement area listed, you may still qualify for consideration if you provide compelling evidence of a unique local shortage through the Administrator Letter of Support submitted with your application. See the letter template linked in the application for additional instructions.

<b>Capital Region ESD 113</b> <ul style="list-style-type: none"> <li>• Elementary education/Early childhood education</li> <li>• Special education/early childhood special education</li> <li>• Math/middle level math</li> <li>• English Language Arts</li> <li>• ELL/bilingual education</li> <li>• Health/Fitness</li> <li>• Science and the designated sciences</li> </ul>	<b>Educational Service District 101</b> <ul style="list-style-type: none"> <li>• Elementary education/Early childhood education</li> <li>• Math/middle level math</li> <li>• English Language Arts</li> <li>• Special education/early childhood special education</li> <li>• Health/Fitness</li> <li>• Science and the designated sciences</li> <li>• History</li> </ul>	<b>Educational Service District 105</b> <ul style="list-style-type: none"> <li>• Elementary education/Early childhood education</li> <li>• Special education/early childhood special education</li> <li>• Math/middle level math</li> <li>• English Language Arts</li> <li>• Science and the designated sciences</li> <li>• ELL/bilingual education</li> <li>• History</li> </ul>
<b>Educational Service District 112</b> <ul style="list-style-type: none"> <li>• Elementary education/Early childhood education</li> <li>• Special education/early childhood special ed.</li> <li>• Math/middle level math</li> <li>• Science and the designated sciences</li> <li>• English Language Arts</li> <li>• History</li> <li>• Health/Fitness</li> </ul>	<b>Educational Service District 123</b> <ul style="list-style-type: none"> <li>• Elementary education/Early childhood education</li> <li>• Math/middle level math</li> <li>• ELL/bilingual education</li> <li>• Special education/early childhood special ed.</li> <li>• English Language Arts</li> <li>• Science and the designated sciences</li> <li>• History</li> </ul>	<b>North Central ESD 171</b> <ul style="list-style-type: none"> <li>• Elementary education/Early childhood education</li> <li>• Math/middle level math</li> <li>• English Language Arts</li> <li>• Science and the designated sciences</li> <li>• Music (consolidated)</li> <li>• Special education/early childhood special ed.</li> <li>• Health/Fitness</li> </ul>
<b>Northwest ESD 189</b> <ul style="list-style-type: none"> <li>• Elementary education/Early childhood education</li> <li>• Special education/early childhood special ed.</li> <li>• Math/middle level math</li> <li>• English Language Arts</li> <li>• Health/Fitness</li> <li>• Science and the designated sciences</li> <li>• History</li> </ul>	<b>Olympic ESD 114</b> <ul style="list-style-type: none"> <li>• Elementary education/Early childhood ed.</li> <li>• Math/middle level math</li> <li>• Science and the designated sciences</li> <li>• English Language Arts</li> <li>• Health/Fitness</li> <li>• Designated Arts: Visual Arts</li> <li>• History</li> </ul>	<b>Puget Sound ESD 121</b> <ul style="list-style-type: none"> <li>• Elementary education/Early childhood education</li> <li>• Math/middle level math</li> <li>• Special education/early childhood special ed.</li> <li>• English Language Arts</li> <li>• Science and the designated sciences</li> <li>• History</li> <li>• Spanish</li> </ul>

Source: PESB, October 2019

\**Methodology:* PESB calculates teacher shortage by adding the number of teachers teaching out-of-endorsement in a content area to the number of teachers with conditional certificates in that same content area. That sum is divided by the total teacher FTE in that geographical area. A full technical definition of this shortage calculation will be available on the PESB website.

## APPENDIX B

### APPROVED TEACHER PREPARATION PROGRAMS - FALL 2019

The following programs are approved by the Washington State Professional Educators Standards Board and participate in state financial aid.

- Antioch University
- Central Washington University
- Centralia College
- City University of Seattle
- Columbia Basin College
- Eastern Washington University
- Educational Service District 112
- Gonzaga University
- Grays Harbor College
- Heritage University
- Highline College
- Lower Columbia College
- Northwest University
- Pacific Lutheran University
- Pierce College
- Saint Martin's University
- Seattle Pacific University
- Seattle University
- The Evergreen State College
- University of Puget Sound
- University of Washington – Bothell
- University of Washington – Seattle
- University of Washington – Tacoma
- Walla Walla University
- Washington State University
- Washington State University – Tri-Cities
- Western Governors University – Washington
- Western Washington University
- Whitworth University
- Yakima Valley College

To find out which programs offer which endorsements, please visit PESB's website:

[Find an endorsement offering](#)