



Coordinator's Guide

Assumption Program of Loans For Educated (APLE) Credentialed Teachers

2010-11 Academic Year

The California Student Aid Commission (Commission) is pleased to announce the start of the application processing cycle for the APLE for Credentialed Teachers for the 2010-11 academic year.

What is APLE for Credentialed Teachers?

The APLE for Credentialed Teachers is designed to encourage credentialed teachers to seek and teach in K-12 teaching positions in California's public schools. Credentialed teachers must be employed and agree to continue to teach in a K-12 California public school that is ranked in the lowest 20 percent on the Academic Performance Index (API).

Selected participants will be eligible for the loan assumption of up to \$19,000* of their outstanding educational loans in return for four consecutive years of full-time teaching service or consecutive part-time teaching for the equivalent of four full-time academic years in a California public school ranked in the lowest 20 percent on the API.

**APLE Credentialed Teacher participants who agree to, and provide, four years of consecutive teaching service, or the equivalent on a part-time basis, in math, science, or special education may receive up to \$2,000 of additional loan assumption benefits each year for a total of \$19,000 when they continue to teach in an eligible school ranked in the lowest 20th percentile of the Academic Performance Index.*

County Office of Education Role

California County Offices of Education are responsible for accepting and submitting completed Credentialed Teacher applications and Loan Assumption Agreements to the Commission.

Additionally, the County Offices of Education will certify the type of credential the credentialed teacher holds and the number of years the applicant has taught at a school ranked in the lowest 2 deciles on the API.

The APLE for Credentialed Teachers allocation of 400 will be awarded by the Commission. The awards will be distributed among the participating California County Offices of Education.

The participating County Office of Education must sign an Institutional Participation Agreement (IPA) **prior** to the Commission being able to accept any nominated applications. Please contact Cheryl Phelps if your office has not received and completed the IPA. Ms. Phelps can be reached at (916) 464-6412 or at cphelps@csac.ca.gov.

Coordinator's Guide Packet

The Coordinator's Guide Packet includes the following forms to assist you in the application and submission process:

- ▶ APLE Credentialed Teacher Application
- ▶ APLE Credentialed Teacher Loan Assumption Agreement (LAA)
- ▶ "Filling Out Your APLE Credentialed Teacher Application" Guide (Provide to Teachers)
- ▶ Application Selection and Statistics Summary Sheet
- ▶ Submitted Applications Summary Sheet

Please make additional copies as needed for distribution and submission.

Eligible APLE Credentialed Teacher applicants must:

- ▶ Currently be teaching in a public school ranked in the lowest 20 percent on the API;
- ▶ Possess a clear multiple subject or single subject teaching credential or Level II education specialist credential;
- ▶ Submit an APLE Credential Application to their County Office of Education;
- ▶ Submit a completed Loan Assumption Agreement to their County Office of Education;
- ▶ Agree to continue to provide four full-time consecutive school years, or the equivalent on a part-time basis, of qualifying teaching service at a public K-12 school that is ranked in the lowest 20 percent;
- ▶ Have received one or more of the following educational loans: Stafford Student Loan (Subsidized/ Unsubsidized), Federal Direct Student Loan (Subsidized/Unsubsidized), National Direct Student Loan, Supplemental Loans for Students, or Consolidation Loan Program Loans issued to students through institutions of higher education for the purpose of defraying costs associated with obtaining a postsecondary degree or an initial teaching credential;
- ▶ Have no repayment obligation for any state or federal educational grant(s);
- ▶ Have not defaulted on any student loan; **and**
- ▶ Not have participated in and received benefits from the APLE Program.

Submission of Applications

Coordinators shall provide an APLE Credentialed Teachers Application and Loan Assumption Agreement to **all interested teachers**.

Each County Office of Education shall allow all interested credentialed teachers to submit applications if they meet the APLE eligibility criteria.

Once all forms have been reviewed for accuracy completeness and certified the County Coordinator must list each applicant's name and Social Security Number on the Submitted Applications Summary Sheet.

The APLE Coordinator shall submit the following documents to the Commission:

- ▶ Application Selection and Statistics Summary
- ▶ Submitted Applications Summary Sheet
- ▶ Applications **and** LAA's for each listed applicant

All documents must be submitted and received at the Commission by the **priority deadline of September 30th** to be considered in the initial allocation process. Coordinators may continue to accept and submit applications to the Commission in an effort to meet state mandated allocations.

Commission's Role

The Commission will accept applications from all participating California County Offices of Education.

The awarding of the 400 allocations will be **competitive** and will follow California Code of Regulations Section 30705(d). The Commission will notify applicants of their selection into the program.

Additionally, the Commission will provide program participants with information to ensure the optimum receipt of benefits from the program.

How to contact the Commission

California Student Aid Commission
ATTN: APLE – Credentialed Teachers
P.O. Box 419029
Rancho Cordova, CA 95741-9029

Cheryl Phelps
(916) 464-6412
Fax: (916) 464-8240

E-mail: cphelps@csac.ca.gov



Applicant Selection and Statistics Summary APLE for Credentialed Teachers



To be completed by the County of Education APLE Credentialed Teacher Coordinator

Indicate the number of teachers who submitted applications for the APLE Credentialed Teachers: _____

By providing my signature, I understand that:

- ▶ I have enclosed a completed application and a loan assumption agreement for each APLE Credentialed Teacher applicant listed on the Submitted Applications Summary Sheet.
- ▶ I am certifying each submitted applicant's teaching credential is compatible with the program requirements.
- ▶ I certify that each submitted applicant is currently teaching at a California K-12 public school ranked in the lowest 20 percent on the API.
- ▶ I certify that the APLE Credential Teacher applications have been made available to all interested teachers.
- ▶ I understand that these applications will undergo further review by the Commission and only those teachers who meet all program requirements will be selected as APLE Credentialed Teacher participants.

County Office of Education APLE Coordinator Information

Signature: _____ Date: _____

Print Name: _____ E-mail address: _____

County: _____ Contact Number: _____

Please return all required documents to:

California Student Aid Commission
Specialized Programs – Cheryl Phelps
Attn: APLE Credentialed Teachers
P.O. Box 419029
Rancho Cordova, CA 95741-9029



NOMINATING COUNTY NAME: _____
SUBMITTED APPLICATIONS SUMMARY SHEET

List all submitted applicants and their Social Security Number

| | <u>NAME</u> | <u>SOCIAL SECURITY NUMBER</u> |
|-----|--------------------|--------------------------------------|
| 1. | _____ | _____ |
| 2. | _____ | _____ |
| 3. | _____ | _____ |
| 4. | _____ | _____ |
| 5. | _____ | _____ |
| 6. | _____ | _____ |
| 7. | _____ | _____ |
| 8. | _____ | _____ |
| 9. | _____ | _____ |
| 10. | _____ | _____ |
| 11. | _____ | _____ |
| 12. | _____ | _____ |
| 13. | _____ | _____ |
| 14. | _____ | _____ |
| 15. | _____ | _____ |
| 16. | _____ | _____ |
| 17. | _____ | _____ |
| 18. | _____ | _____ |
| 19. | _____ | _____ |

Attach additional sheets if necessary.