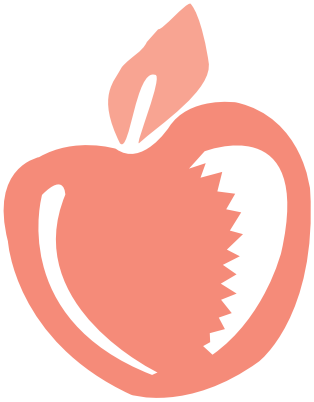
2010-2011

Assumption Program of Loans for Education

APLE



COORDINATOR'S GUIDE AND FORMS PACKET

CALIFORNIA STUDENT AID COMMISSION

Assumption Program of Loans for Education

APLE

TO: **APLE Coordinators**

FROM: **California Student Aid Commission, Specialized Programs Branch**

RE: **Application/Nomination Packet for the 2010-2011 Academic Year**

Priority Filing Date: September 30, 2010

The California Student Aid Commission (Commission) is pleased to announce the beginning of the 2010-2011 APLE application and selection cycle. The Commission is distributing 7,100 allocations among California's 79 participating postsecondary institutions for the 2010-2011 academic year.

The following pdf documents are included in this packet to assist you in the nomination and application process. Please carefully read all of the materials provided.

- Coordinator's Guide
- Application and Selection Summary Sheet
- Reallocation Summary Sheet
- Application Packets:
  - APLE Application
  - APLE Loan Assumption Agreement
  - APLE Fact Sheet

The State of California is extremely interested in increasing the number of fully credentialed teachers, so it is important to distribute APLE information to all potential applicants. For your convenience, the Commission is providing electronic APLE application packets to accommodate all of your initial allocations. Potential applicants can access the application and loan assumption agreement on the Commissions website **www.csac.ca.gov**.

The priority filing date for submitting applications is **September 30, 2010**. The Commission will continue to accept applications if unused allocations are available until June 30, 2011.

If you have any questions, please contact the Commission's Specialized Programs Branch toll free at (888) 294-0153, option 2 or by e-mail at specialized@csac.ca.gov.

Thank you for your assistance in this important endeavor.

APLE

2010-2011 COORDINATOR'S GUIDE

Please refer to the following guidelines when reviewing, selecting, and submitting 2010-2011 APLE applications.

PROGRAM INFORMATION

The APLE is a competitive teacher incentive program designed to attract and retain outstanding students into California's teaching profession.

Under the provisions of the basic APLE, the Commission may assume up to $11,000* in outstanding educational loans in return for four consecutive years of full-time eligible teaching service in a California K-12 public school. Participants must teach in either:

- A designated subject-shortage area identified annually by the State Superintendent of Public Instruction. Current subject-shortage areas include: math, science, business, foreign language, agriculture and education specialist instruction (formerly, special education), or
- Schools serving a large population of students from low-income families as designated by the Superintendent of Public Instruction, or
- State special schools, schools serving rural areas, low-performing schools in the bottom 20 percentile of the Academic Performance Index (API), and/or schools having a high percentage of teachers holding emergency permits.

**APLE participants who agree to provide teaching service in math, science, or education specialist instruction in a school ranked in the lowest 60 percentile of the API may receive up to $1,000 of additional loan assumption benefits each year. Another annual $1,000 of benefits may be received by persons teaching math, science, or education specialist instruction in a school ranked in the lowest 20 percentile of the API for a maximum total of $19,000.*

Each year the Commission distributes 7,200 APLE applications to participating institutions. Each institution receives a minimum of one application. The remaining applications are distributed among eligible institutions based on the number of teacher candidates from each institution who were fully credentialed during the previous year, as reported by the Commission on Teacher Credentialing (CTC).

All applicants must sign a Loan Assumption Agreement (LAA). The LAA stipulates that the Commission will authorize loan assumption payments if the participant (a) provides four consecutive years of service in the teaching area indicated on the LAA and (b) complies with all other program requirements. **The teaching service area on the LAA cannot be changed without the written approval of the Commission.**

ELIGIBILITY CRITERIA

New applicants must meet the following criteria:

- Be a U.S. citizen, or eligible non-citizen.
- Have completed a minimum of 60 semester or 90 quarter units prior to the 2010-2011 fall term.
- Be enrolled in a program leading to a baccalaureate degree or in an approved program of professional teacher preparation through at least the end of the 2010-2011 fall term.
- Be enrolled each term at least half-time in coursework required for a baccalaureate degree or an initial teaching credential.
- Have received, or been approved to receive, an educational loan to meet the costs associated with obtaining a baccalaureate degree or an initial teaching credential, through one or more of the following loan programs: the Federal Family Educational Loan program, Federal Direct Student Loan program, Federal Perkins Loan, or privately funded institutional education loans.
- Be in good standing with repayment of any state or federally funded educational grants and state or federally insured educational loans.
- Not have completed the coursework necessary to obtain an initial teaching credential. An initial teaching credential is defined as a preliminary or clear multiple or single subject teaching credential.

EDUCATION SPECIALIST CREDENTIALS:

In addition to the Education Specialist Instruction Credential, those choosing the Education Specialist Instruction shortage area may be pursuing a Speech-Language Pathology Services Credential in Language, Speech and Hearing or Language, Speech and Hearing and Audiology with a Special Class Authorization* or a Clinical or Rehabilitative Services Credential in Language, Speech, and Hearing with a Special Class Authorization* or an Adapted Physical Education Specialist Credential.

*These documents are service credentials for speech therapy and do not qualify unless the special class authorization is noted on the document.

APPLICANT SELECTION

Institutions should allow all eligible juniors, seniors and credential/graduate program students to submit applications, if they meet the APLE eligibility criteria.

Institutions may develop their own selection criteria and procedures. Selection criteria should not be so restrictive that the initial allocation cannot be met.

The APLE guidelines require that in addition to meeting the eligibility criteria, selected applicants must be judged by the institution as having outstanding ability on the basis of criteria that may include, but need not be limited to, the following:

- grade point average
- faculty recommendation
- other recommendations
- test scores
- interviews

Coordinators should notify students of their institution's selection criteria, procedures, and all application deadlines.

After all applications and LAA's are reviewed for accuracy and completeness, the Coordinators must list each selected applicant's name, social security number, and teaching service area on the reverse side of the Application and the Selection Summary Sheet. The same steps must be taken for the applications and LAA's submitted for potential reallocation, using the Reallocation Summary Sheet.

SUBMITTING APPLICATIONS

Coordinators must submit all of the following documents:

- 2010-2011 Application and Selection Summary Sheet(s)
- APLE Application and Loan Assumption Agreement for each applicant listed on the summary sheet(s)
- Reallocation Summary Sheet (if applicable)

The applicant **must** sign and return the Loan Assumption Agreement to the Commission to be certified as a participant in the APLE. Applicants who do not return the LAA will not be eligible to participate. To assist schools in meeting their designated APLE application allocation, the Commission will mail a quarterly report listing participants at each institution.

REALLOCATION OF UNUSED APPLICATIONS

Expediting the reallocation process: If your institution utilizes its entire initial allocation and indicates additional need, you must submit a complete application for each of the additional applicants and a Reallocation Summary Sheet.

Applications submitted with the Reallocation Summary Sheet may also be used to replace ineligible applications submitted through the initial allocation process. All reallocated applications will be selected based on the priority listing indicated on the Reallocation Summary Sheet.

If you have any questions that are not clarified in this packet, please contact the Commission's Specialized Programs Branch:

Call at (888) 224-7268, option 3 between 9:00 a.m. and 4:30 p.m.,

or write:

Assumption Program of Loans for Education
P.O. Box 419029, Rancho Cordova, CA 95741-9029

or email:

specialized@csac.ca.gov

CALIFORNIA STUDENT AID COMMISSION

APLE

2010-2011 APPLICATION AND SELECTION SUMMARY SHEET

TO BE COMPLETED BY THE APLE COORDINATOR AND SUBMITTED WITH THE NOMINATED APPLICATIONS

1. Indicate the number of students who ***competed*** for the 2010-2011 APLE: _____
2. Indicate the number of students who met your institution's selection criteria: _____
3. Indicate the number of students who were selected as applicants: _____

   Be sure to list all selected applicants on the reverse side of this form and attach a complete application for each person.
4. To help determine the number of reallocation applicants, calculate the number of applicants who were listed in item #2 above, but not included in item #3, (i.e., subtract #3 from #2) and list the applicants on the "Reallocation List" (G-209R) and attach the applications to the form. Record here: _____
5. Indicate the criteria your institution used in selecting applicants: (Check all that apply)

   _____ Test Scores _____ Faculty Recommendations Other (specify)

   _____ Interview _____ Extra Curricular _____

   _____ Essay _____ Volunteer Work _____

   _____ Grade Point Average (GPA) _____
6. If your institution uses the GPA as a selection criterion, please indicate the GPA cut off: _____
7. Indicate the type(s) of teacher preparation programs your school offers: (Check all that apply)

   _____ California Commission on Teacher Credentialing (CTC) Approved Teacher Credential Program

   _____ Internship Program which requires a CTC Internship Credential to teach

   _____ Other

- **I am enclosing an APLE Application for each applicant.**
- **I have verified that the applicants meets the program eligibility requirement and their academic majors and credential objectives are compatible with their designated teaching subject areas.**
- **I understand that these applications and LAA's will undergo further review by the Commission and only those students who meet all program requirements will be permitted to participate in APLE.**
- ***I have not nominated an applicant who already holds an initial teaching credential or is expected to complete the coursework necessary to obtain a preliminary teaching credential before the fall term.***

School Name _____

Signature _____ **Title** _____

Print Name _____ **E-mail Address** _____

Telephone Number _____ **(Ext.)** _____ **Fax Number** _____ **Date** _____

RETURN THIS FORM AND THE APPLICATIONS TO:

CALIFORNIA STUDENT AID COMMISSION ATTN: SPECIALIZED PROGRAMS OPERATIONS BRANCH
P.O. BOX 419029 RANCHO CORDOVA, CA 95741-9029

****Complete and submit with the Selection Summary Sheet on the reverse side for each academic year****

_____
LIST SCHOOL NAME

APLE

2010-2011 SELECTION SUMMARY SHEET

(Please make additional photo copies as needed)

NAME	SOCIAL SECURITY #	TEACHING SERVICE AREA
1.		
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G-209R

APLE REALLOCATION

2010-2011 REALLOCATION SUMMARY SHEET

List those eligible applicants who are nominated for reallocation in priority order, with #1 being the highest priority. Be sure to include all applications. The Commission will select the applicants based on the priority you have assigned and the teaching service area indicated.

SCHOOL NAME: _____

	NAME	SOCIAL SECURITY #	TEACHING SERVICE AREA
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2010-2011 ELIGIBLE POSTSECONDARY INSTITUTIONS

WITH PROGRAMS APPROVED BY THE COMMISSION ON TEACHER CREDENTIALING

CALIFORNIA STATE UNIVERSITY

Bakersfield
CalState TEACH
Channel Islands
Chico
Dominguez Hills
East Bay
Fresno
Fullerton
Humboldt
Long Beach
Los Angeles
Monterey Bay
Northridge
Pomona
Sacramento
San Bernardino
San Diego
San Francisco
San Jose
San Luis Obispo
San Marcos
Sonoma
Stanislaus

UNIVERSITY OF CALIFORNIA

Berkeley
Davis
Irvine
Los Angeles
Riverside
San Diego
Santa Barbara
Santa Cruz

INDEPENDENT INSTITUTIONS

Alliant International University
Antioch University
Argosy University
Azusa Pacific University
Bethany College
Biola University
California Baptist University
California Lutheran University
Chapman University
Claremont Graduate University
Concordia University
Dominican University of California
Fresno Pacific University
Holy Names College
Hope International University
InterAmerican College
John F. Kennedy University
La Sierra University
Loyola Marymount University
Mills College
Mount St. Mary's College
National Hispanic University
National University
Notre Dame De Namur University
Occidental College
Pacific Oaks College
Pacific Union College
Patten College
Pepperdine University
Point Loma Nazarene University
Saint Mary's College of California
San Diego Christian College
Santa Clara University
Simpson College
Stanford University
Touro University
University of La Verne
University of Phoenix
University of Redlands
University of San Diego
University of San Francisco
University of Southern California
University of the Pacific
Vanguard University
Westmont College
Whittier College
William Jessup University
The Master's College

For additional APLE information please contact the:
Specialized Programs Operations Branch
Telephone: 1(888) 224-7268, option 3
Email: specialized@csac.ca.gov

You may access the Commission's Web site for further information on this and other financial aid programs at:
www.csac.ca.gov

CALIFORNIA STUDENT AID COMMISSION

G-207 (04/30/10)