**R277-526 Paraeducator To Teacher Scholarship Program (PETTS)**

**Purpose:** to distribute funds to paraeducators seeking to become licensed educators and to establish application and accountability procedures to provide funding to prospective educators directly and fairly. *NOTE: PETTS funds are available to paraeducators with fewer than 60 credits or up to an associate's degree (first two years of higher education). Those with a bachelors' degree or more are not eligible.*

**Definition of "paraeducator"** for purposes of this rule means a school employee who:

- delivers instruction under the direct supervision of a teacher; and
- works in an area where there is a shortage of qualified teachers, such as special education, Title I, English as a Second Language, reading remediation, math, or science.

**Definition of "scholarship"** for purposes of this rule means funds provided by the Board directly to a paraeducator to pay only for the actual and documented costs for tuition toward an associate's or a bachelor's degree program to become a licensed teacher.

**A scholarship applicant shall:**

- be employed for a minimum of 10 hours per week by a public school LEA at the time of application for the paraeducator scholarship or during the current school year
- access and complete an application found at http://www.schools.utah.gov/sars/paraeducators.aspx
- provide email for notification and accountability purposes
- provide university transcripts if the paraeducator is applying for a continuation scholarship
- provide tuition cost information on the application based on the most recent information available from the Utah institution of higher education to which the applicant has either been admitted or made application
- submit completed application to the principal, charter school administrator, or human resource representative designated by LEA where they are employed for confirmation of employment status

**An LEA shall:**

- designate an administrator e.g., principal, charter school administrator, or human resource representative to
    - receive applications
    - confirm employment status
    - rank order applications of qualified paraeducators with the LEA in priority order
    - submit them to the USOE/SARS % Barbara Bickmore by 5:00 p.m. May 15

**Scholarship committee:** A PETTS committee consisting of one Board member, one representative of the Board of Regents, one representative of the UEA, two additional representatives designated by the Board shall:

- receive completed and ranked applications from LEAs
- determine funding for applicants from applications received from LEAs after considering the number of applications received and the amount of funding available.
- develop and consider the following selection criteria:
    - support from the recommending school district/charter school
    - geographical distribution of recipients
- provide names of scholarship recipients to the Board for review and comment by August annually.
- provide a summary of results to the Board upon request

**A scholarship recipient shall:**

- remain continuously employed
- provide documentation of progress toward graduation e.g., grades and transcripts
- reimburse the Board for the amount of scholarship funding if he/she does not remain employed for the duration of the scholarship period or who does not satisfactorily complete funded courses

Scholarship recipients and LEAs, whose employees receive funding, shall cooperate on any assessment required by the board.

**Timelines/Contact Information:**

May 1 – submit completed applications to LEA administration

May 15 - LEA submits completed and ranked applications to the USOE/SARS by 5:00 p.m.

3rd week in May - Committee meets to determine scholarship awards

May 31 - scholarship award recipients are notified via email

June 5 – applicants not receiving scholarship are notified via email

Direct questions to USOE/SARS

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