

STEM Endorsement Incentive Program (EIP) – Frequently Asked Questions

Overview

The Utah Legislature has allocated funding to the Utah State Board of Education (USBE) to incentivize educators across the state to earn endorsements in STEM subjects. These funds are used to reimburse eligible coursework for qualifying elementary and secondary educators.

Program Purpose

What does the STEM Endorsement Incentive Program do?

The STEM Endorsement Incentive Program provides reimbursement and incentives for approved coursework that leads to an eligible STEM endorsement.

Learn more in [Utah Statute 53E-6-903](#)

Quick Links

[STEM Endorsement Incentive Program webinar \(May 26, 2021\)](#)

Learn more about the STEM EIP from the program's director.

[Qualtrics reimbursement request form](#)

Reimbursement request form to be completed only by LEA representatives.

[List of Local Education Agency \(LEA\) representatives](#)

Fine the best person to contact about the STEM EIP as it relates to your Local Education Agency (LEA).

[Sample teacher application](#)

Additional information about this requirement can be found under the Program Qualifications section of this FAQ.

Please note: It is the responsibility of the LEA to keep record of reimbursement request history, including educator names and dollar amounts associated with each request.

Eligible Endorsements

Elementary Endorsements

- [Elementary STEM](#)
- [Elementary Mathematics](#)
- [Elementary Mathematics Specialist](#)
- [Elementary Science](#)
- [Educational Technology*](#)

Secondary Endorsements

- [Middle School Mathematics](#)
- [Secondary Mathematics](#)
- [Secondary Mathematics for Special Education](#)
- [Science Core \(Grades 6–8\)](#)
- [Biology \(Levels 1 and 2\)](#)
- [Chemistry \(Levels 1 and 2\)](#)
- [Earth Science \(Levels 1 and 2\)](#)
- [Physics \(Levels 1 and 2\)](#)
- [Computer Science and Information Technology \(all included endorsements\)](#)
- [Engineering and Technology](#)
- [Technology](#)
- [Engineering](#)
- [Health Sciences \(all included endorsements\)](#)
- [Educational Technology*](#)

*Only the college coursework pathway for the Educational Technology endorsement is eligible for this program.

Requesting additional endorsement

*If a Local Education Agency (LEA) identifies a STEM Endorsement they would like to request be added to the eligible endorsement list above, please use this [form of appeal](#).

Program Qualifications

Who qualifies for this program?

Public school educators on a current teaching contract (including administrators, teachers, and coaches) earning one of the endorsements from the list above. Educators can pursue STEM endorsements through any Institution of Higher Education (IHE) and then seek reimbursement from their school district or charter.

How can an LEA have educators apply for the program?

As it is the responsibility of the district/charter to confirm an educator's eligibility, an educator must apply with their district or charter to be accepted into the program. The LEA is responsible for putting in place a process that accounts for all program qualifications on the teachers' part.

We have created a [sample teacher application](#) districts and charters can use with their educators or use as a model to create their own.

Program Timeline

What is the program period?

To be eligible for reimbursement under the Fiscal Year 2026 STEM EIP award, courses must take place from July 1, 2025 and June 30, 2026. All Fiscal Year 2025 Reimbursements should be submitted by September 15th, using the [Qualtrics Reimbursement Process](#).

What is the timeline for reimbursement/incentive within the STEM EIP?

Districts/Charters can apply for reimbursement of coursework related to STEM endorsements at any time, provided the course is complete/eligible and the teacher meets all program qualifications.

USBE generally allocates reimbursement funds to LEAs four times a year.

Reimbursement requests completed up to and including the 10th of the month in question will be included in the allotment in question. Below are the months we plan to send reimbursements to LEAs:

November (Incentive Payout)

January (Reimbursement Payout)

March (Reimbursement Payout)

June (Reimbursement Payout)

October (Reimbursement Payout)

Will this program continue in the future?

At this point, the legislature has allocated these as on-going funds (meaning we get an additional \$1.2 million each year). The nature of on-going funds means that we will get new allocations to administer this program with every fiscal year until the legislature rescinds the program.

Program Reimbursement

What is required for reimbursement?

In order to seek reimbursement, districts/charters must confirm satisfactory completion of an eligible course for educators they have accepted into the program. Districts/charters will reimburse their educators then seek reimbursement from the USBE. The Qualtrics survey will require the following information:

- Educator name
- Endorsement name
- Course name
- Date of course completion
- Other eligible course costs
- Total reimbursement amount

How does applying for reimbursement work?

If you are an educator, please reach out to your [LEA representative](#) with evidence of qualifying coursework that has been completed (see above). If your LEA isn't on the above list, please reach out to Isaac Pitcher (isaac.pitcher@schools.utah.gov) and an administrator from your LEA to seek eligibility.

If you are an LEA representative seeking to submit reimbursements for your entire LEA, submit requests through this [Qualtrics Reimbursement Form](#). Reimbursements are only eligible for coursework taken within the current fiscal year.

What coursework is eligible for Reimbursement?

Any course required for an endorsement from the list above, which is completed by a contracted Utah educator (earning a grade of C or better) from an accredited institution of higher education.

Additionally, coursework counting toward the completion of a postsecondary degree that fulfills the requirements for an applicable endorsement may be reimbursed.

Do teachers apply for reimbursement through their District/Charter or USBE?

Educators seeking reimbursement should reach out to their LEA to seek further details about opportunities in this space. Districts or charters seeking to be a part of this program should reach out to Jennie DeFriez, jennie.defriez@schools.utah.gov for further details.

How much money can an educator receive in reimbursement for each endorsement course they take?

Courses counting toward a secondary endorsement are eligible for up to \$1500 in reimbursement, including both tuition and required course materials. Elementary courses are eligible for up to \$500 in reimbursement, though it is possible for this amount to be adjusted with appropriate justification. If you have concerns about the \$500 reimbursement cap, please contact isaac.pitcher@schools.utah.gov.

What costs associated with the course are eligible for reimbursement?

Tuition costs, student body fees and course material costs are eligible for reimbursement provided the total reimbursement does not exceed the maximum reimbursement for each course (\$500 for elementary courses and \$1500 for secondary courses).

*Technology and travel/lodging costs for students are not allowable expenses for reimbursement.

How does an educator calculate the cost of a course for reimbursement from WGU?

For courses with institutions such as WGU, tuition is paid per semester. Please calculate the amount paid per credit hour, and apply that to the qualifying endorsement courses when applying for reimbursement.

How can the program be administered at the District or Charter School Level?

In addition to offering reimbursement to educators for taking qualifying courses at an IHE, School districts or charters can also partner with an IHE to offer endorsement coursework and then receive reimbursement from this program by dividing the number of participants by the cost to run the course. Teachers served must still be identified on the reimbursement form to qualify for funding. Please see maximum allowable reimbursement amounts above.

*It is an allowable use of funds to pay for travel and lodging of an instructor, if the instructor meets the state criteria (more than 100 miles from their home to the point of instruction).

**If the course exceeds the maximum per educator reimbursement, districts and charters can cover the cost with other means beyond reimbursement received from STEM EIP funding.

Can an educator get reimbursed for a secondary endorsement if they are not licensed to teach in a secondary setting (or vice versa)?

Yes. Educators interested in earning an endorsement in an area they are not licensed may apply for reimbursement.

Are educators eligible for STEM EIP reimbursement if they are getting an endorsement in an area they are not currently teaching in?

Yes! Educators do NOT need to be teaching in a particular endorsement area to qualify.

Are out of state courses eligible?

Provided the course would be approved for the qualifying endorsement, the course is eligible for reimbursement, even if it is out of state.

Can an educator apply for reimbursement for non-higher education credit bearing courses?

The statute which governs this allocation requires applicable courses to carry credit from an accredited institution of higher education. Therefore, because a non-higher education credit bearing course does not meet endorsement requirements, it would not be reimbursable.

Can an educator apply for reimbursement for courses that straddle fiscal years?

If the course straddles two fiscal years, meaning it began before July 1st, but concluded after July 1st, then reimbursement can be sought for that course in the latter fiscal year, once the course has been completed.

Endorsement-Earning Incentive

Do educators qualify for this award if their LEA has not previously participated in the STEM EIP?

All public-school educators are considered for this incentive, regardless of whether their LEA has previously participated in the STEM EIP.

Will the endorsement-earning incentive be available in the future?

Subject to appropriation, these incentives are expected to be available in future years, though they are not guaranteed.

Will the amount of the incentive remain the same in future years?

Incentive amounts will be variable year-to-year depending on available resources.

Are private-school educators eligible for this incentive?

Educators teaching at a private school are not eligible for this incentive. STEM EIP funds are only available to public-school educators on a current teaching contract.

Can educators who have earned multiple qualifying endorsements receive multiple awards?

Each educator is eligible for only one award.

Are educators eligible if they transferred LEAs after earning their endorsement?

If the educator has transferred LEAs and is still teaching at a public school, they are eligible for this award. Educators who have transferred to a private school or are no longer teaching are not eligible.

Are educators in their first year of teaching eligible?

This incentive is not available for educators who may have earned an endorsement during the previous year but are currently in their first year of teaching.

Are educators who earned a STEM endorsement as part of their initial professional licensure eligible?

Educators who may have previously taught with an associate or LEA-specific license but earned their professional license and endorsement at the same time do not qualify.