



STATE OF LOUISIANA
DEPARTMENT OF EDUCATION
RECOVERY SCHOOL DISTRICT
 1641 POLAND AVE., NEW ORLEANS, LA 70117
 1-877-343-4773 • www.rsdl.net



Praxis/Tuition Reimbursement
Eligibility Requirements

In order to assist teachers in meeting certification and highly qualified requirements, the RSD offers reimbursement for Praxis exams and tuition. Reimbursement is funded through Title II, and the following eligibility requirements and guidelines apply to all Praxis/tuition reimbursements received by Human Resources on or after February 25, 2011.

Requirements for Eligibility

- Certified and Highly Qualified teacher who used personal funds to meet certified/highly qualified requirements
- Teachers who have paid for Praxis exams or coursework towards a Practitioner’s License, TAT or other certificate
- Certified and Highly Qualified teachers who have used personal funds to become Highly Qualified in additional core content areas
- Current teacher in a direct-run RSD school
- Employee in good standing

Guidelines

- Reimbursements are given on a first come first served basis and teachers attempting to meet certification/Highly Qualified requirements are given first priority. Once the grant money has been distributed, no more requests for reimbursement will be given.
- Reimbursements are given for exams/coursework taken within the same fiscal year as the reimbursement request is made.
- Tuition reimbursement covers the cost of tuition only. Additional fees, books, etc. cannot be reimbursed.
- Maximum amounts for tuition reimbursements are based on the average tuition costs of a local university as follows:

3 Credit Hours	6 Credit Hours	9 Credit Hours
\$680.00	\$1,300.00	\$1,700.00

Required Documentation

- Original test scores or transcripts verifying satisfactory completion of course(s) or exam(s) within the current fiscal year
- Receipt(s) showing cost of the exam or coursework
- If you are in an Alternative Certification Program a copy of prescription
- Completed W-9

“Rebuilding New Orleans Through Education”