**New Course Reimbursement Requirement**

**For Teachers who have Loans**

The requirements for tuition reimbursement have changed. This change is a reflection of the need for accountability in reporting. Pennsylvania Department of Education is increasingly scrutinizing applications for Title II-A reimbursements to educators. The burden of proof has been passed onto regional fiscal agents for Title II-A funding, that is, Intermediate Units. The fiscal agent for our region, Intermediate Unit 29, has informed the diocese that teachers who have loans/deferred loans are now required to make payment(s) on loans/deferred loans in order to receive tuition reimbursement.

Diocesan teachers are still eligible to receive a $1,000 Title II-A reimbursement on a loan as long as the teacher can provide a statement from the college or university that shows they have made a payment of at least $1,000 on the loan. (The amount of reimbursement requested.) If this is not possible, teachers can make a credit card payment. Intermediate Unit 29 stated that they will accept a copy of a credit card statement (blackout the account number) that shows a $1,000 payment to the university. If a teacher is not comfortable sending a copy of their credit card statement, they should request a statement from the university showing the $1,000 payment.

Applicants who are seeking course reimbursement may send the university statement or a credit card statement to the Office of Government of Programs and Instructional Technology for proof of payment. Teacher proof of payment documentation will be forwarded to IU29. The reimbursement check will be mailed to the teacher after it is approved at IU29’s monthly board meeting.