



## PARTICIPATION AGREEMENT

\_\_\_\_\_

**Last Name**

\_\_\_\_\_

**First Name**

\_\_\_\_\_

**SSN#**

The Teacher Shortage Employment Incentive Program (TSEIP) was designed to recruit and retain mathematics and science teachers in Oklahoma. Successful candidates will receive an incentive payment upon fulfillment of the following requirements: a). complete an approved professional teacher education program from an Oklahoma accredited teacher education unit; this preparation must include a student teaching requirement; b). hold a valid certificate to teach mathematics or science at the secondary level; and c). teach for five (5) consecutive years in Oklahoma's secondary public schools. Teachers with alternative or emergency certificates do not qualify for this program.

### **Section I – Coursework Requirements**

**In order to satisfy the coursework requirements of the program, I must:**

- Declare an intention to teach in Oklahoma and graduate from an Oklahoma teacher education program.
- Maintain satisfactory progress in an academic program leading to an undergraduate or graduate degree with a major in a mathematics or science teacher education program.
- Complete coursework and training necessary to obtain a teaching certificate, which requires a baccalaureate degree or graduate degree and completion of an approved program of professional teacher preparation. The teacher preparation program shall include a student teaching requirement and authorize service for the secondary level.
- Participant must not have been certified to teach mathematics or science prior to signing the Participation Agreement.

### **Section II – Educational Loan Obligation**

**In order to satisfy the educational loan obligation of the program, I must (if applicable):**

- Not rely on any TSEIP benefit disbursement to replace any scheduled student loan payment that is due and owing to any student loan holder.
- Provide written notification to OSRHE of change of status on student loans, including notice of delinquency/default and the sale, transfer or consolidation of student loans to another lender or servicer.
- Be free of any obligation to repay any state or federal educational grant and not be delinquent or in default on any state or federally insured educational loan. *If, at any time, it is determined that a participant owes a grant refund or is in default on a loan, and has not made satisfactory payment arrangements, Participant may be withdrawn from the TSEIP.*

### **Section III – Loan Repayment or Cash Incentive Benefits**

**In order to qualify to receive disbursement benefits under the TSEIP, I understand that:**

- Obtained an initial teaching license and then a certificate and provided eligible full-time teaching service under a regular teaching contract at an Oklahoma public school:
  - at the secondary level,
  - for five (5) consecutive school years,
  - in the mathematics or science subject areas.
- Completed the five years of teaching, as required, with not less than seventy-five percent (75%) of the teaching assignment in secondary mathematics or science.
- Completed the first full year of eligible full-time teaching service, as described above, within twenty-five (25) months from the date of graduation from a four-year institution in Oklahoma.
- An Employment Compliance Form must be submitted to OSRHE upon completion of the 5<sup>th</sup> year of eligible teaching service. An authorized school official must complete the form.
- Disbursements of program benefits directly to the qualifying participants for the repayment of eligible student loans. Any amount of excess of the Participant's outstanding student loan balance, or the entire benefit amount for the participants with no outstanding student loan balance, shall be maintain by the qualifying participants.
- The 2001 Legislature amended HB 1499 to ensure that all who meet all the provisions of TSEIP requirements are eligible to receive an incentive payment based on a set formula.
- Eligible loans will be repaid by the Participant in the following priority:
  - First, all loans guaranteed by OSRHE, ranked first by rate of interest (highest to lowest) and secondly, by loan disbursement date (oldest to newest).
  - Second, all other eligible loans ranked first by rate of interest (highest to lowest) and secondly, by loan disbursement date (oldest to newest).

- **If OSRHE determines that any TSEIP payment was authorized based on misleading or incorrect information, I must reimburse such payment to OSRHE.**
- **If insufficient funds are available for disbursement of TSEIP benefits to qualified persons during any fiscal year, including the year that I become eligible for benefits, the Chancellor may make reductions in the benefit amount to qualifying applicants.**

**Section IV – Additional Requirements**

**I must:**

- Respond to all communications and requests from OSRHE within the time indicated.
- Provide written notification to OSRHE within 10 days of any address change or of any change in status which affects my TSEIP eligibility.
- Comply with any procedures deemed necessary and appropriate by OSRHE, all conditions cited in this Participation Agreement and all program laws, regulations and guidelines. If I fail to comply, this Participation Agreement will become invalid.

**BY MY SIGNATURE, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ABOVE INFORMATION:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State

\_\_\_\_\_  
Zip Code

(\_\_\_\_\_) \_\_\_\_\_  
Telephone

(\_\_\_\_\_) \_\_\_\_\_  
Alternate number

\_\_\_\_\_  
**Personal Email Address Only**

College or University attending \_\_\_\_\_

Check one    Undergraduate    Graduate    Major \_\_\_\_\_    Hours completed \_\_\_\_\_

Anticipated date of graduation (mo/yr) \_\_\_\_\_ Subject Area: Mathematics    Science

**Optional Information: *Circle an ethnic group that describes you***

African American    Asian    Caucasian    Hispanic    Native American    Pacific Islander    Other \_\_\_\_\_

**You must submit the completed application to the TSEIP Coordinator at your Institution before the date of your graduation.**

**Required Information: TSEIP Coordinator Approval**

\_\_\_\_\_  
First Name                      Last Name                      Institution of Higher Education

(\_\_\_\_\_) \_\_\_\_\_  
Telephone                      Email                      Date

\_\_\_\_\_  
TSEIP Coordinator Signature

**Please mail to:**

Deena Thomas  
TSEIP  
Oklahoma State Regents for Higher Education  
P.O. Box 108850  
Oklahoma City, OK 73101-8850