



Transitional Kindergarten/ State Preschool Stipend Program Guidelines and Application Timelines

Current Transitional Kindergarten and California State Preschool Teachers/Teaching Assistants may receive reimbursement for actual expenses related to early childhood/child development education units or; early childhood/child development continuing education development professional development units; or a combination of both. Educational expenses include, but are not limited to; successful completion of up to 24 units in early childhood education or child development, coursework required books, registration costs, tuition, continuing education units in early childhood education or child development, and transcripts to prove required accredited college units in early childhood education or child development.

1. The total amount of funding available for each fiscal year, July 1 to June 30, shall be based on the provisions as set forth in the California Department of Education, Early Education and Support Division (EESD), SCTKS Program, and the allocation received in our county.
2. This funding is for use by current Transitional Kindergarten teachers and California State Preschool Teachers/Teaching Assistants working at least 15 hours per week in a paid capacity who are taking early childhood education or child development classes and continuing their education or working towards a BA degree. Participants must be able to provide proof of grade "C" or higher (unofficial transcripts).
3. It is recommended that teachers check with their individual districts for policies regarding professional development and salary credits.
4. Reimbursement is restricted to ECE/CD units only, not General Education Units.
5. Reimbursement shall not exceed 100% of the tuition costs for approved coursework and 100% of appropriate expense or fees. Reimbursement will be made upon acceptable method of verification.
6. Reimbursement requests can be summited up to three times a year according to the following schedule (individual reimbursements cannot exceed \$5000):

Submission Dates	Stipend Release dates*
June 1-30	July 1-31
September 1-30	October 1-31
January 1-31	February 1-28

7. Funding is available through January 2018.
8. State Preschool stipend reimbursements under CTKS are independent of any scholarships or stipends received from the High 5 for Quality - CARES program.

*Stipends release will depend upon submission of all required documentation.