

A Guide to Higher Education Partnership Programs

*with Local Colleges and Universities
for Teacher Preparation, Career Enhancement, and Leadership
Development*



Montgomery County Public Schools
Rockville, Maryland

A Guide to Higher Education Partnership Programs

*with
Local Colleges and Universities
for
Teacher Preparation, Career Enhancement, and Leadership
Development*



**The Office of Organizational
Development**

*Upcounty Regional Services Center
12900 Middlebrook Road, Room 3305
Germantown 20874
301-601-0300
Fax: 301-601-0308*

The Office of Human Resources

*Metro Park North
7361 Calhoun Place, Suite 401
Rockville 20855
301-279-3270
Fax: 301-279-3024
TDD:301-279-3928*

HIGHER EDUCATION PARTNERSHIPS

Vision

The Higher Education Partnership Program is a learning community that fosters collaboration between institutions of higher education and the Montgomery County Public Schools to develop staff academically in critical need areas.

Mission

To provide candidates seeking employment in the Montgomery County Public Schools and MCPS staff, both support and professional, with opportunities to further their education, extend their professional skills, and improve their capability to meet systemwide priorities.

Goal

To provide professional development programs that align with MCPS goals and meet Board of Education priorities.

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These programs are for MCPS professional staff who are interested in pursuing a master's degree in reading, middle school math, library media science, or instructional technology.

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Reference to Teacher Preparation Programs	Target Groups Entry Requirements											Program Focus						PAGE REFERENCE				
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TEACHER PREPARATION PROGRAMS

Columbia Union College

Target Group:

Current MCPS employees who are not certified teachers (substitutes, paraeducators, and support staff)

Entry Requirements:

- GPA 2.7 or above
- Praxis I
- The completion of at least 56 college credits or an associate degree.

Program Focus: Bachelor's degree in elementary education and special education

Length of Program: Two years

Upon Successful Completion of Program:

- Eligible for a bachelor's degree
- Eligible for Maryland certification in elementary and special education
- Eligible for MCPS employment as a contracted teacher

University Contact: Columbia Union College, 301-891-4000

Web site:

<http://www.cuc.edu/academic/departments/aep/index.html?page=programs.html>

George Washington University (Teachers 2000)

Target Group:

Current MCPS employees who are not certified teachers (substitutes, paraeducators, and support staff)

Entry Requirements:

- Bachelor's degree
- 2.7 GPA or higher for undergraduates

Program Focus:

- Master's in Education (M.Ed) or Master of Arts (MA)
- Certification in Maryland and District of Columbia
- Areas of Concentration: special education; secondary English; ESOL (K-12); secondary mathematics; secondary science (biology, chemistry, earth/space science, physics); secondary Spanish, French, Chinese; computer science

Length of Program: Two years, including a one-year internship as the teacher of record

Upon Successful Completion of the Program:

- Eligible for a master's degree
- Eligible for Maryland and District of Columbia certification
- Eligible for MCPS employment as a contracted teacher

Commitment after Completion of the Program: Two years of contracted teaching in MCPS, due to partial financial support for program.

University Contact: Teachers 2000 Program Office, 202-973-1593

Web site: www.gwu.edu/~t2000

TEACHER PREPARATION PROGRAMS

George Washington University (Paraeducator Teaching Fellows)

Target Group:

Current MCPS special education paraeducators.

Entry Requirements:

- Bachelor's degree
- 2.7 GPA or higher

Program Focus:

- Certification in Maryland and District of Columbia
- Area of Concentration: special education

Length of Program: Two years, including a one-year internship as the teacher of record

Upon Successful Completion of the Program:

- Eligible for a master's degree
- Eligible for Maryland and District of Columbia certification
- Eligible for MCPS employment as a contracted teacher

Commitment after Completion of the Program: 2 years of contracted teaching in MCPS, due to partial financial support for program.

University Contact: Teachers 2000 Program Office, 202-973-1593

Web site: www.gwu.edu/~t2000

George Washington University (Teaching Corps Fellows)

Target Group:

Noncertified teachers with at least two years of teaching experience.

Entry Requirements:

- Bachelor's degree
- 2.7 GPA or higher

Program Focus:

- Master's in Education (M.Ed) or Master of Arts (MA)
- Certification in Maryland and District of Columbia
- Areas of Concentration: special education; secondary English; ESOL (K-12); secondary mathematics; secondary science (biology, chemistry, earth/space science, physics); secondary Spanish, French, Chinese; computer science

Length of Program: One and a half calendar years, including a one-year internship as the teacher of record

Upon Successful Completion of the Program:

- Eligible for a master's degree
- Eligible for Maryland and District of Columbia certification
- Eligible for MCPS employment as a contracted teacher

Commitment after Completion of the Program: Two years of contracted teaching in MCPS, due to partial financial support for this program.

University Contact: Teachers 2000 Program Office, 202-973-1593

Web site: www.gwu.edu/~t2000

TEACHER PREPARATION PROGRAMS

Johns Hopkins University

Professional Immersion *Master of Arts in Teaching (ProMAT)*

Target Group: Current MCPS employees with a bachelor's degree who are not certified teachers (substitutes, paraeducators, and support staff)

Entry Requirements:

- Bachelor's degree
- 3.0 GPA (2.7-2.99 provisional admission possible)

Program Focus:

- Masters of Arts in Teaching (MAT) degree
- Areas of Concentration: secondary English; ESOL (K-12); secondary mathematics, secondary science (biology, chemistry, earth/space science, physics); secondary foreign language; elementary foreign language immersion (Chinese, French, and Spanish)

Length of Program: Two year internship as the teacher of record

Upon Successful Completion of the Program:

- Eligible for a master's degree (MAT) and Maryland certification
- Eligible for MCPS employment as a contracted teacher

Commitment After Completion of the Program: Three years of contracted teaching in MCPS, due to partial financial support for this program

University Contact: ProMAT Office, 301-294-7102

Web site: <http://education.jhu.edu/teach>

Johns Hopkins University

Professional Immersion *Special Education Master of Science (ProSEMS)*

Target Group: Current MCPS employees with a bachelor's degree who are not certified teachers (substitutes, paraeducators, and support staff)

Entry Requirements:

- Bachelor's degree
- 3.0 GPA (2.7-2.99 provisional admission possible)

Program Focus:

- Master's degree in special education (teaching students with mild to moderate disabilities)
- Areas of Concentration: Elementary/Middle (Grades 1-8) or Secondary/Adult (Grades 6-12)

Length of Program: Two years

Upon Successful Completion of the Program:

- Eligible for a master's degree in special education
- Eligible for Maryland special education certification (Generic)
- Eligible for MCPS employment as a special education teacher

Commitment After Completion of the Program: Three years of contracted teaching in MCPS, due to partial financial support for this program

University Contact: Johns Hopkins University, 301-294-7056

Web site: <http://www.education.jhu.edu/prosems/index.cfm>

TEACHER PREPARATION PROGRAMS

Johns Hopkins University

Special Education Teacher Immersion Training (SET-IT)

Target Group: Current MCPS employees with a bachelor's degree who are not certified teachers (substitutes, paraeducators, and support staff)

Entry Requirements:

- Bachelor's degree
- 3.0 GPA (2.7-2.99 provisional admission possible)

Program Focus:

- Master's degree in special education (teaching students with mild to moderate disabilities)
- Areas of Concentration: Elementary/Middle (Grades 1-8) or Secondary/Adult (Grades 6-12)

Length of Program: Two years

Upon Successful Completion of the Program:

- Eligible for a master's degree in special education
- Eligible for Maryland special education certification (Generic)
- Eligible for employment as a special education teacher in MCPS

University Contact: Johns Hopkins University, 301-294-7056

Web site: <http://www.education.jhu.edu/setit/index.cfm>

Montgomery College

Alternative Certification for Effective Teaching program (ACET)

Target Group: Current MCPS employees who are not certified teachers (substitutes, paraeducators, support staff) with a bachelor's degree in one of the critical shortage areas (biology, chemistry, English, mathematics, physics, Spanish, technology education)

Entry Requirements:

- Bachelor's degree or minor with a minimum of 24 semester credits in one of the critical shortage areas
- 2.75 GPA in content courses
- Passing scores on Praxis 1 and Praxis II: Content Knowledge exams

Program Focus: MSDE secondary certification in one of the following areas of certification: biology, chemistry; English, mathematics, physics, Spanish, technology education (may vary)

Length of Program:

- Pre-employment instruction and internship – Four months (January – May)
- Residency as fulltime teacher – One academic year

Upon Successful Completion of the Program:

- Eligible for Maryland State Department of Education secondary certification in content area.
- Eligible for MCPS employment as a contracted teacher

College Contact: Montgomery College, 240-567-7269

Web site: <http://www.montgomerycollege.edu/wdce/acet/acet.html>

TEACHER PREPARATION PROGRAMS

Towson (Masters of Arts in Teaching in Special Education)

Target Group:

Current MCPS employees with a bachelor's degree who are not certified teachers (substitutes, paraeducators, and support staff)

Entry Requirements:

- Bachelor's degree
- 3.0 GPA
- Praxis I exam

Program Focus:

Masters of arts in teaching in special education

Length of Program: Two years

Upon Successful Completion of the Program:

- Eligible for a masters degree in special education
- Eligible for Maryland certification in special education
- Eligible for MCPS employment as a contracted teacher

University Contact: Towson University, 301-738-6326

Web site:

<http://www.shadygrove.umd.edu/programs/graduate/education/towson/mat-med-sped.cfm>

University of Maryland (Master's Certification)

Target Group:

Current MCPS employees with a bachelor's degree who are not certified teachers (substitutes, paraeducators, and support staff)

Entry Requirements:

- Bachelor's degree
- GPA 3.0 or above

Program Focus:

Master's degree in elementary or secondary education (areas of concentration: secondary English; secondary mathematics, secondary science (biology, chemistry, earth/space science, physics): secondary foreign language

Length of Program:

One year internship as the teacher of record; 42 graduate credits

Upon Successful Completion of the Program:

Master's degree in elementary and secondary education and eligible for Maryland certification

Commitment after Completion of the Program: Two years of contracted teaching in MCPS, due to partial financial support for the program

University Contacts: University of Maryland, 301-405-EDCI

Web site: <http://www.education.umd.edu/EDCI/info/tcert.htm>

TEACHER PREPARATION PROGRAMS

University of Maryland

Creative Initiatives in Teacher Education (CITE)

Target Group:

Current MCPS employees with a bachelor's degree who are not certified teachers (substitutes, paraeducators, and support staff)

Entry Requirements:

- Bachelor's degree
- GPA 3.0 or above
- Praxis 1

Program Focus:

Master of education (M.Ed) in elementary education

Length of Program:

- Two years while working as a paraeducator in an MCPS school
- 37 graduate credits

Upon Successful Completion of the Program:

- Master's degree and eligible for elementary Maryland certification
- Opportunity for MCPS employment as a contracted teacher

University Contacts:

University of Maryland, 301-460-2510

Web site:

<http://www.education.umd.edu/EDCI/info/CITE.html#contacts>



CAREER ENHANCEMENT PROGRAMS

Bowie State University (Reading Certification)

Entry Requirements:

- Three years of teaching experience
- GPA 2.5 and above
- Application

Program Focus: Reading program for educators interested in becoming reading specialists

Length of Program: Two years and six consecutive semesters

Upon Successful Completion of the Program:

- Eligible for a master's degree in reading with certification as a reading specialist

University Contact: Bowie State University, 301-738-6033

Web site: www.bowiestate.edu

University of Maryland (Middle School Mathematics)

Entry Requirements:

- MCPS elementary certified teacher (some flexibility, such as for special education, TESOL, etc.)
- Undergraduate GPA of 3.0 (some limited flexibility herein)

Program Focus: Middle school mathematics

Length of Program/Credits: Three years and 30 credits

Upon Successful Completion of the Program:

- Eligible for a master's degree in math education

University Contact: University of Maryland, 301-405-9945

Web site:

<http://www.shadygrove.umd.edu/programs/graduate/education/umcp/med-math-ed.cfm>

Johns Hopkins University (Instructional Technology)

Entry Requirements: Bachelor's degree

Program Focus: The 36-credit Technology for Educators program prepares educators and related professionals to use a broad range of technologies in their multiple roles as teacher, mentor, facilitator, researcher, change agent, as well as lifelong learner

Length of Program: 36-credit Technology for Educators program; commitment after completion of the program

Upon Successful Completion of the Program:

- Eligible for a master's degree in education: Technology for Educators

University Contact: Johns Hopkins University, 410-516-9755

Web site: <http://education.jhu.edu/mse/mse/>

CAREER ENHANCEMENT PROGRAMS

University of Maryland University College (Instructional Technology)

Entry Requirements:

- Bachelor's degree from accredited college or university
- Official transcripts
- Completed application

Program Focus: The master of education in instructional technology focuses on the integration of technology in the pre K-12 schools to strengthen teaching, learning, and leadership. The program is appropriate for K-12 teachers, staff developers, and other educators. All courses are online



Length of Program: 33 credits

Upon Successful Completion of the Program:

- Eligible for master's degree in education, instructional technology

University Contact: University of Maryland University College, 800-888-UMUC

Web site: <http://www.umuc.edu/programs/grad/med/>

McDaniel College (Library Media Science)

Entry Requirements:

- Bachelor's degree from accredited institution
- Official transcripts, minimum undergraduate GPA of 3.0
- Application with satisfactory essay on why you want to be a school librarian
- Three McDaniel College reference forms

Program Focus:

McDaniel College's graduate program in school library media seeks to educate candidates to become outstanding teachers in literature, information literacy, and technology who will teach staff to become effective users of ideas and information

Length of Program: 36 semester hours

Upon Successful Completion of the Program:

- Eligible for a master's degree in education with an emphasis in school media library that leads to MSDE certification as a school library media specialist.

University Contact: McDaniel College, 410-857-2507

Web site: <http://www2.mcdaniel.edu/slm>

CAREER ENHANCEMENT PROGRAMS

Towson University (School Library Media)

Entry Requirement:

Undergraduate degree

Program Focus:

The School Library Media concentration is designed for individuals who aspire to direct library media programs in elementary, middle, or secondary schools. Graduates are certified as school library media generalists (Level II) K-12 by the Maryland State Department of Education

Length of Program:

Three and one half years

Upon Successful Completion of the Program:

- Eligible for a master's degree and certification as school library media generalist (Level II) K-12

University Contacts:

Towson University, 410-704-2501

Web site:

<http://www.towson.edu/coe/rset/insttech/slm/index.asp>

University of Maryland (Library Media Services)



Entry Requirement:

Bachelor's degree, 3.0 GPA

Program Focus:

Master's degree and state certification as a school library and media services specialist. Graduates from this program receive both an ALA-accredited MLS, which qualifies them for positions in all kinds of libraries, and eligibility for state certification, which attests that they have the specialized knowledge and skills required to work in all levels of education in Maryland and the surrounding region and in localities across the United States.

Length of Program: Minimum of two years

Upon Successful Completion of the Program:

- Eligible for a master's degree and state certification as a school library and media services specialist

University Contacts:

University of Maryland, 301-405-2038

Web site:

<http://www.gradschool.umd.edu/catalog/programs/lbmc.htm>

CAREER ENHANCEMENT PROGRAMS

Towson (M.Ed. Special Education)

Entry Requirements:

- Bachelor's degree
- 3.0 GPA (2.75-2.99 GPA provisional admittance possible)
- MSDE certification in a content area

Program Focus:

The goal of this program is to create teachers who are highly qualified and dually certified and better able to work in inclusive classrooms

Length of Program:

- Three years; fall/spring course offerings

Upon Successful Completion of the Program:

- Eligible for a masters degree in special education
- Eligible for Maryland certification in early childhood, elementary, or secondary special education
- Eligible for MCPS employment as a contracted teacher

University Contact:

Towson University, 301-738-6326

Web site:

<http://www.shadygrove.umd.edu/programs/graduate/education/towson/mat-med-sped.cfm>



LEADERSHIP DEVELOPMENT PROGRAMS

Bowie State University (Administration and Supervision)

For Master's Degree:

- Bachelor's degree
- Three years of teaching experience
- Current teacher certificate
- Letter of recommendation from immediate supervisor (principal)
- 2.5 GPA and above

For Certification:

- Master's degree

Program Focus: The Department of Educational Leadership offers the master of education in school administration and supervision. The master's degree program integrates the Maryland State Department of Education Standards.

Length of Program: Six consecutive semesters for master's degree; 19 credits for certification

Upon Successful Completion of the Program:

- Eligible for an administration and supervision certification and/or master's degree

University Contact: Bowie State University, 301-860-4000

Web site: <http://www2.bowiestate.edu/academics/education/doeela.html>

Hood College (Educational Leadership Certificate Program - ELCP)

For Master's Degree Program:

- Bachelor's degree
- Teacher certification

For Certification:

- Master's degree
- Teacher certification

Program Focus: This program is approved by the Maryland State Department of Education for the administrators I certification. Upon completion of the program, students must have completed three years of successful teaching experience to obtain Maryland certification as an administrator I.

Length of Program: One to three years, depending on degree or certification program

Upon Successful Completion of the Program:

- Eligible for an administration and supervision certification and master's degree

University Contact: Hood College, 301-663-3131

Web site:

http://www.hood.edu/academics/certificate.cfm?pid=certificate_educationalLeadership.html

LEADERSHIP DEVELOPMENT PROGRAMS

Johns Hopkins University (Administration and Supervision)

Target Group:

Elementary and secondary MCPS employees who are interested in attaining their A&S certification

Entry Requirement:

Master's degree

Program Focus:

This program is designed for individuals pursuing leadership positions in kindergarten through Grade 12 (K-12) schools. This program is primarily designed for those pursuing principalship and supervisory positions.

Length of Program:

18 credits for certification

Upon Successful Completion of the Program:

- Eligible for certification for administration I

University Contact:

Johns Hopkins University, 410-516-9764

Web site:

<http://education.jhu.edu/principal/mse-school-administration/>

McDaniel College (Administration and Supervision)

For Master's degree program:

- Bachelor's degree
- Teacher certification

For certification:

- Master's degree
- Teacher certification

Program Focus:

The three-year master's degree program meets the state of Maryland academic requirements for administrator I and II certification endorsements.

The certification program is a two-year program for persons holding a master's degree upon admission to the program

Length of Program:

Three years for master's degree/Two years for certification

Upon Successful Completion of the Program:

- Eligible for an A&S certification and/or master's degree

University Contact:

McDaniel College, 410-848-7000

Web site:

<http://www.mcdaniel.edu/4937.htm>

LEADERSHIP DEVELOPMENT PROGRAMS

Towson University (Administration and Supervision)

Target Group:

Elementary and secondary MCPS employees who are interested in attaining their A&S certification

Entry Requirements:

- Master's degree

Program Focus:

Post-master's certificate for administration I

Length of Program: 18 credits of coursework

Upon Successful Completion of the Program:

- Eligible for a certification for administration I

University Contacts: Towson University at 410-704-2422

Web site:

<http://www.shadygrove.umd.edu/programs/certificates/graduate/education/towson/post-masters-admin1.cfm>

University of Maryland (Ed.D. in Organizational Leadership and Policy Studies)

Entry Requirements:

- Master's degree
- Administrator I certification
- 3.0 GPA or higher

Program Focus: The program is designed to prepare educators for major leadership positions in school districts. It is consistent with the standards of the National Council for Accreditation (NCATE) and the

Maryland State Department of Education (MSDE). Graduates of the program are eligible to apply for superintendent certification in the state of Maryland. The program is offered in cohorts on a three-year rotation. Interested individuals should check with the university contact (listed below) to confirm when the next cohort would be offered.

Length of Program: Minimum of 5 years

Upon Successful Completion of the Program:

- Ed.D. in Education Leadership, Higher Education and International Education
- Eligibility for superintendent certification

University Contacts: University of Maryland, 301-405-3580

Web site: http://www.education.umd.edu/EDHI/academics/deg_programs.html



TUITION REIMBURSEMENT

1. REIMBURSEMENT POLICY:

- A maximum of 9 credits will be reimbursed per fiscal year (July 1 through June 30). Any courses starting prior to June 30 and ending after July 1 count toward the new fiscal year's tuition reimbursement allotment. The 9 credits may be taken together in one semester or in any semester within the fiscal year. These credit limitations apply to graduate and undergraduate level courses, Continuing Education Units (CEUs) and continuing professional development (CPD) courses or a combination of these course types not currently offered by MCPS.
- Reimbursement will be made equivalent to one half the current cost of graduate and undergraduate in-state tuition for the University of Maryland at College Park.
- Reimbursement will not be made for the cost of registration, books, materials, or lab fees.
- Reimbursement shall be for courses that will enable unit members to continue their professional development and maintain or increase their skills as education professionals in their employment with the Montgomery County Public Schools.
- Both graduate and undergraduate courses could be eligible for reimbursement for all employee groups. Courses would continue to be approved for reimbursement, based on the established teacher tuition guidelines. Undergraduate courses will be reimbursed at the undergraduate rate.
Note: Undergraduate courses do not count toward salary advancement.
- Tuition reimbursement should be provided at the end of the course and upon receipt of the course grades and confirmation of tuition paid. Reimbursement would be charged to the program in which unit the person was working at the beginning of the course. For purposes of fiscal year limits on reimbursement, a course is counted in the fiscal year in which the course work is completed.
- Courses receiving a "Pass" taken on a "Pass/Fail" basis will now receive tuition reimbursement.
- Employees will not be reimbursed for courses or training if such courses are also offered by MCPS and are available in the same semester to the employees in that unit. Exceptions will be made for credits that are needed as part of a degree, certificate, or professional development program in which the employee is enrolled if the MCPS course would not be counted and the credits would otherwise be reimbursable. Exceptions may also be made if MCPS courses are full and unavailable.

2. COURSE WORK:

- Courses must be from a regionally accredited college or university.
- CEU or CPD experiences must have been approved through a state accrediting agency such as Maryland State Department of Education or an accrediting CEU provider.
- Participants must receive at least a "B" in a graduate course or a "C" in an undergraduate course to receive reimbursement. Audited courses are not reimbursable.

3. SUBMISSION PROCEDURES:

- Log onto PDO at <http://pdo.mcpsmd.org>.
- Click on the Tuition Reimbursement tab.
- Click on the New Request button.
- Select Teacher using the pull down menu.
- Complete the form with your course information (complete a separate form for each course).
- Submit the form by selecting the Save and Submit button.
- **Print** the form and mail or pony to URSC/OOD with the receipt of payment and documentation of your grade.

NOTE: No requests will be processed without proof of payment and documentation of grade.

- You can monitor your request status from the Tuition Reimbursement tab in PDO.
- All documentation for payment must be submitted to the Office of Organizational Development within 60 days of course completion.
- Documentation for payment includes the following:
 - Photocopy of official grade slip or transcript.
 - Proof of payment showing the full amount of tuition paid. Auditors prefer original documents. One of the following will be accepted:
 - A stamped and/or signed official university receipt.
 - Canceled check (front and back).
 - Credit card statement showing your name.

4. Reimbursement for PRAXIS II Tests

- MCPS teachers who are planning to take a PRAXIS II content area exam to become highly qualified in a content area can apply for reimbursement via the teacher tuition reimbursement program.
- To receive reimbursement for taking a PRAXIS II content exam, submit Form 440-13 along with proof of payment and a copy of your PRAXIS II score(s) to Teacher Tuition Reimbursement, Office of Organizational Development, Upcounty Regional Services Center. Only passing scores will be reimbursed.
- Those applying for PRAXIS II reimbursement will be reimbursed up to the current cost of tuition reimbursement (50% of the current cost of the University of Maryland's graduate credit). Reimbursement of one PRAXIS II content area exam by MCPS will count against your tuition reimbursement of 9 credits per fiscal year.

Praxis Information:

<http://www.ets.org/portal/site/ets/menuitem.fab2360b1645a1de9b3a0779f1751509/?vgnextoid=48c05ee3d74f4010VgnVCM10000022f95190RCRD>

5. Questions

Questions regarding courses can be made on PDO via the Inquiry tab. Other questions about tuition reimbursement may be directed as follows:

- Supporting Services Tuition Reimbursement (Office of Organizational Development), 301-353-8556
- Teacher Tuition Reimbursement (Office of Organizational Development), 301-601-4899
- A & S Tuition Reimbursement:
 - Montgomery County Association of Administrative and Supervisory Personnel (MCAASP), 301-947-4721
 - Office of Organizational Development (OOD), 301-601-0300

