

# Salt Lake City School District Academic Services Reimbursement Request Form

Request for reimbursement must be submitted within the fiscal year in which your fees are paid (July 1 to June 30).

## Utah Test Requirements

The Utah State Office of Education requires teachers applying for a Level 2, Utah Professional Educator License to take and pass one of the three tests listed below.

Licensure Area	Test Code & Cost	Test Name	Qualifying Score
Level 2, Utah Professional Educator License	<a href="#">5621</a> \$146.00	Principles of Learning and Teaching: Early Childhood	160
	<a href="#">5622</a> \$146.00	Principles of Learning and Teaching: Grade K-6	160
	<a href="#">5623</a> \$146.00	Principles of Learning and Teaching: Grade 5-9	160
	<a href="#">5624</a> \$146.00	Principles of Learning and Teaching: Grade 7-12	160

-----

For more information about this test, go to [www.ets.org/praxis](http://www.ets.org/praxis). The website lists dates the test will be given and locations for the test. It also allows for on-line registration. Salt Lake City School District teachers may apply to have the cost of the test fee reimbursed by the district one time only. Teachers may take the test additional times if necessary (at their expense) in order to achieve a passing score. Federal Title II funds have been reserved to support teachers in this endeavor. **To apply for the one time only test fee reimbursement, please complete the form below and send it with your proof of payment to Academic Services - Sharon Grey - Suite 209 - SLCSO Administration Building.** Further questions regarding certification requirements including this test should be directed to the Utah State Office of Education Educator Licensing Department 801-538-7740.

**DATE OF APPLICATION FOR REIMBURSEMENT:** \_\_\_\_\_

**SLCSD Employee ID #:** \_\_\_\_\_

**NAME:** \_\_\_\_\_

**HOME ADDRESS:** \_\_\_\_\_

**CITY, STATE, ZIP:** \_\_\_\_\_

**SCHOOL / GRADE / SUBJECT:** \_\_\_\_\_

**DAYTIME PHONE:** \_\_\_\_\_

**DISTRICT APPROVAL:** \_\_\_\_\_ **DATE:** \_\_\_\_\_