

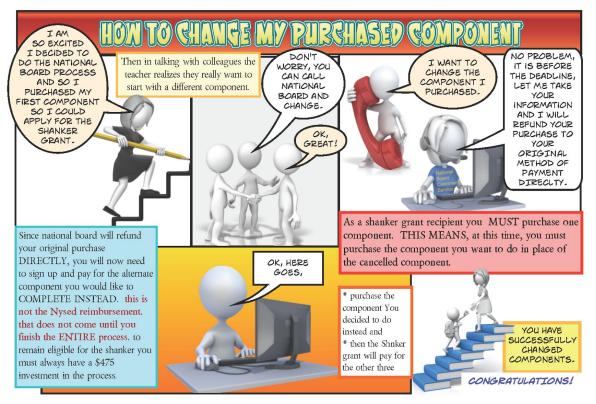
Withdrawal from the National Board process and the Albert Shanker Grant Funding Frequently Asked Questions

Staying in the process but need to withdraw from a purchased component.

What happens if I purchased a component and change my mind, wanting a different component?

- First you must be within the National Board withdrawal or change timeframe (please refer to the National Board Guide to National Board Certification) for dates,
- Next you must contact National Board and officially withdraw from the purchased component ONLY.
- You will be refunded on the method of payment used to purchase the original component from National Board.
 - PLEASE NOTE: This is NOT the Shanker Reimbursement from NYSED. The NYSED reimbursement comes after all components have been completed. Please see http://www.highered.nysed.gov/kiap/ashanker/albertshanker.html
- Then you MUST purchase the alternate component you have chosen to replace your original purchase. Without this purchase you will be ineligible to continue with the Shanker Grant.

What happens if I purchase a component and can't complete it, but do not want to withdraw from the certification process? Follow the process above.





Withdrawing from the National Board process completely

What happens if I have received the Shanker grant and I cannot continue the National Board process?

- You can withdraw.
- First, you must contact National Board and officially withdraw.
- If you withdraw prior to the National Board deadline (please refer to the National Board <u>Guide to National Board Certification</u> document), you will be refunded on the method of payment used to purchase the original component from National Board.
- Then, you must notify NYSED at the shankergrant@nysed.gov email address.
- Please note: if you withdraw, you will not receive Shanker funding to reimburse the initial \$475 component purchase. You are also required to repay any Shanker funding spent.
- Please note: the regulations state: An eligible teacher for whom the state pays a participation fee shall be liable for repayment of the grant to the department if such eligible teacher:
 - o (a) does not complete the process; or
 - (b) completes the process, but does not teach in a New York state public school for at least one full year after achieving National Board for Professional Teaching Standards certification.

If I withdraw from the National Board process and received the Shanker grant, am I eligible to apply for the Shanker grant again?

- Yes, only if you withdrew prior to using grant funding to purchase any additional components.
- No, if you have used the Shanker funding to purchase any additional components, beyond the first component.
- Important note: Should you officially withdraw before the National Board deadline, this
 is the <u>ONLY cirucumstance</u> in which the National Board for Professional Teaching
 Standards (NBPTS) will reimburse you directly.

IMPORTANT NOTICE TO CANDIDATES: When you have **completed all four** National Board components, you will be eligible to receive the \$475 reimbursement for your first "out of pocket" purchased component.

PLEASE NOTE:

- This reimbursement will be issued by the <u>New York State Education Department</u> (NYSED).
- You should NOT receive ANY reimbursement or payment from the National Board for Professional Teaching Standards.
- If you receive a reimbursement, via your credit card, please notify NYSED immediately.