

**Oglala Lakota College  
Praxis Reimbursement Program**

The Praxis Reimbursement Program provides reimbursement of South Dakota teacher licensure exam fees for OLC education majors and graduates. Applicants must meet eligibility requirements, complete the application form, and attach all required documentation for the request to be considered for the reimbursement. Praxis reimbursements will be awarded throughout the year as qualifying applications are received, however applications must be submitted within four months of the testing date for the exam in which reimbursement is being sought. Reimbursement will be made only for exams required for initial teacher licensure in the applicants declared major and will be processed on a first come, first serve basis as funds are available. Reimbursement will not be made for previous, unsuccessful, exam attempts, optional exams, study materials, or any special service fees. Qualified applicants may be reimbursed for one content knowledge exam and one pedagogy exam as required for their degree program.

**Degree Program Requirements:** Bachelor of Arts in Early Childhood Education (SD DOE Certification); Bachelor of Science in K-8 Elementary Education; Bachelor of Science in Secondary Science Education; Bachelor of Science in K-12 Lakota Studies Education; K-12 Special Education

**Eligibility Criteria:**

- Declared OLC education degree leading towards South Dakota teacher licensure
- The Praxis exam is required for program completion and licensure
- Passing Praxis score has been achieved
- Ineligibility for or denial of ETS Fee Waiver; applicant meets income guidelines but
  - is not currently receiving financial aid,
  - OR was not awarded a fee waiver due to limited availability of funds,
  - OR was previously awarded an ETS Fee Waiver for a different exam and is not eligible for a second fee waiver.
- Grant funding is not available or test fee reimbursement for the applicant is not an eligible student cost under current teacher preparation program grant funding
- 3.0 cumulative GPA for current students who will graduate after Spring 2019 (2.8 GPA for applicants who have already graduated or who will graduate on or before Spring 2019)
- A grade of “B” or above in all professional and professional core courses for current students who will graduate after Spring 2019 (a “C” or above for applicants who have already graduated or who will graduate on or before Spring 2019)
- Passed required background checks and drug screening according to OLC status sheet
- Member of federally recognized tribe or proof of parents degree of Indian blood

**Required Documentation:**

- Praxis Reimbursement Application Form
- Receipt of registration for the exam including the test fee
- Copy of the official ETS Score Report with a South Dakota passing score for the exam
- ETS Fee Waiver denial letter, if applied for but not awarded
- Degree of Indian Blood, if not already on file in the Registrar’s Office

**Procedure:**

- Complete application with required documentation will be submitted to the Dean of Education within four months of the exam date for the test in which the reimbursement is being sought.
- The Dean of Education and Financial Aid Director will verify the applicant's eligibility.
  - If applicant is eligible for grant reimbursement and funding is available, the Dean of Education will process the request for reimbursement. Payment will be made in accordance with business office procedures.
  - If applicant is eligible for reimbursement but grant funding is not an option, the Financial Aid Director will process the request for reimbursement. Payment will be made in accordance with business office procedures.
  - If the applicant fails to meet eligibility requirements, the Dean of Education will provide written notification of such to the applicant.
- Praxis Reimbursements will be awarded on a first come, first serve basis contingent upon available funding.
- Reimbursements will be processed within 30 working days of receipt of the Praxis Reimbursement Application and all required documentation.

**Praxis Reimbursement Application**

Student ID#: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Student Address: \_\_\_\_\_  
(P.O. Box or Street Address) (City) (State) (Zip)

Tribal Affiliation: \_\_\_\_\_

Education Degree: \_\_\_\_\_

Year in Degree:  Sophomore  Junior  Senior Anticipated Graduation Date: \_\_\_\_\_

Graduate: Year \_\_\_\_\_

Cumulative GPA: \_\_\_\_\_ Professional/Professional Core Grade Requirement Met:  Yes  No

Praxis Exam Taken: \_\_\_\_\_ Test Code: \_\_\_\_\_

Exam Date: \_\_\_\_\_ Exam Score: \_\_\_\_\_ SD DOE Required Score: \_\_\_\_\_

Documentation Attached:  Praxis Exam Receipt  ETS Praxis Score Report  ETS Fee Waiver Denial

Applicant Signature: \_\_\_\_\_

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**Office Use Only**

Date Application Received: \_\_\_\_\_

- Praxis Reimbursement Approved
  - Education Department Grant – Reimbursement Processed by Dean of Education
  - Praxis Reimbursement Program – Reimbursement Processed by Financial Aid Director
  
- Praxis Reimbursement Denied
  - Ineligible – Letter of Denial, including reason(s), from Dean of Education
  - Funding Unavailable – Letter of Denial from Financial Aid Director

\_\_\_\_\_  
Dean of Education Signature/Date

\_\_\_\_\_  
Financial Aid Director Signature/Date