

# SDIRC Certification Reimbursement Program

2021-2022 SCHOOL YEAR



The SDIRC Certification Reimbursement Program is OPEN to:  
NEW Instructional Staff for the 2021-2022 school year with a cap  
of \$250.00 for each instructional staff member.

\*Documentation of certification test results( passing score only) for ANY subject  
area test and/or the FLDOE \$75 fee to add to certificate must be uploaded.

**ALSO ELIGIBLE:**

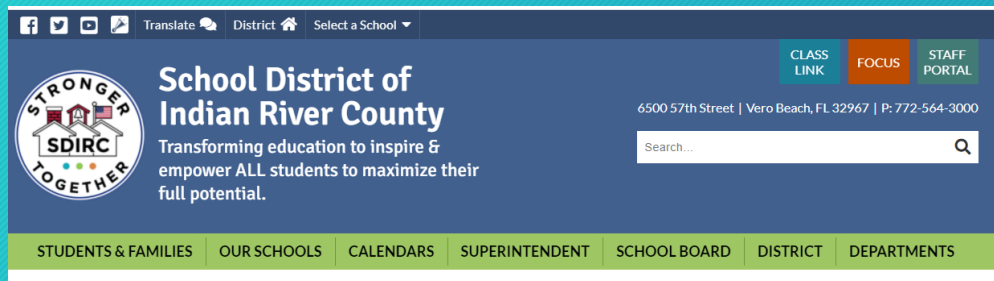
**ANY SDIRC TEACHER ADDING ESOL, ESE, READING, or FELE to  
their certificate. \$250 cap applies.**

\*Documentation of ESE, ESOL, or FELE test results( passing score only)  
and/or the FLDOE \$75 fee to add to certificate must be uploaded.

**WHO IS ELIGIBLE?**

# WHERE DO I START?

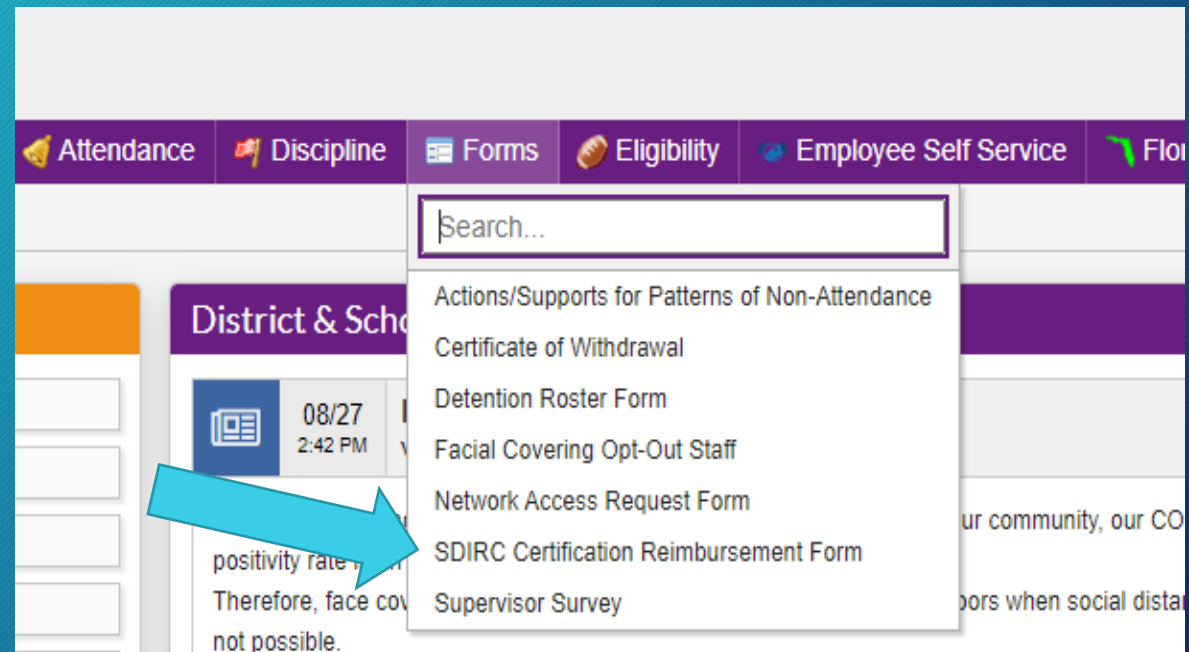
**1** CLICK ON FOCUS ICON ON DISTRICT WEBSITE



OR ONCE IN CLASSLINK,  
CLICK ON  
FOCUS ICON



**2** THEN CLICK ON FORMS and go to SDIRC Certification Reimbursement Form




# START ENTERING INFO...

- DATE
- PHONE
- EMAIL
- NAME FOR CHECK
- ADDRESS
- CITY/STATE/ZIP
- SCHOOL OR FACILITY

Title

[Start New Draft](#) or [Save Draft](#) or [Submit Request](#) [Print](#)



### SDIRC Certification Reimbursement Form

The SDIRC Certification Reimbursement Program is open to NEW Instructional Staff for the 2021-2022 school year with a cap of \$250.00 for each instructional staff member. We have also allocated part of the funds for ANY teacher to add their ESE, ESOL, or READING Endorsement to his/her certificate (fund limits apply to each category). Fill out form below completely. Documentation of certification test results (passing scores only) or FLDOE fee to add certification to certificate must be attached. Please use this forms File Upload feature to do so.

Date:	<input type="text"/>	Employee Name:	<input type="text" value="Crisafulli, Beth - [REDACTED]"/>
Phone:	<input type="text"/>	Email:	<input type="text"/>
Send Check to (name):	<input type="text"/>		
Address:	<input type="text"/>		
City/State/Zip:	<input type="text"/>		
Employee School / Facility:	<input type="text" value="[REDACTED]"/>		

## ENTER CERTIFICATION INFO

- ENTER ONE ITEM PER LINE
- ENTER AMOUNT PER ITEM
- TOTAL
- CLICK TO SIGN
- DATE

\*CAP of \$250 per STAFF MEMBER

Certification Item (ex. Subject Area)	Amount	
<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	
<b>Total:</b>		<input type="text"/>

Employee Signature:

Date:

# DOCUMENTATION AND SUBMIT

- Drag or select documentation files
- Use the POST box to explain uploaded documentation. (not mandatory)
- Save Draft
- Submit Request
- After submitting, you can print a copy of the transaction for your records.

A screenshot of a web form interface. At the top, there are three buttons: 'Start New Draft' (red), 'Save Draft' (green), and 'Submit Request' (blue), separated by 'or' text. To the right is a 'Print' button. Below these is a tab labeled 'Misc'. The main area contains a file upload section with the text '(Drag files to upload)', a 'Select' button, and a small icon of a folder. To the right of this is a large empty text box. At the bottom right of the text box is a 'Post' button.

# QUESTIONS?

If you have any questions about certification, please feel free to contact our Certification Specialist, Adalia Medina-Graham at: [Adalia.Medina-Graham@indianriverschools.org](mailto:Adalia.Medina-Graham@indianriverschools.org) or Director of Recruitment and Retention, Beth Crisafulli at: [Beth.Crisafulli@indianriverschools.org](mailto:Beth.Crisafulli@indianriverschools.org)