



**ARCHDIOCESE
of PHILADELPHIA
SCHOOLS**

Office for Catholic Education
222 North Seventeenth Street • Philadelphia, PA 19103-1299
215-587-3700

Teacher Educational Study Grant Fund

September 15, 2017

Dear Secondary School Teacher,

To assist you in the pursuit of an approved educational program, the Secondary School System of the Archdiocese of Philadelphia established an Educational Grant Fund. The provisions for the use of this grant are:

After one (1) year of satisfactory teaching with the System, a teacher will be eligible to receive the Educational Study Grant.

Teachers who have received a study grant for two (2) consecutive years are not eligible to receive it for the following year.

Fifty percent (50%) of the tuition costs incurred by the teacher will be reimbursed by the Archdiocese. The maximum study grant shall be \$2,000 each year for undergraduate level courses, \$2,500 for graduate level courses taken toward a Master's Degree and \$3,000 each year for courses taken toward a Doctoral Degree.

Teachers may also apply to use this fund to be reimbursed for successfully passing the *Praxis Series* exams for their area of certification.

Teachers who are beginning their second year within the Secondary School System are eligible to apply for an educational grant. Funds are awarded on the basis of System Seniority.

Teachers who are given written approval for a grant will receive their reimbursement upon completion of their course(s) or Praxis Series Exams, receipt of a copy of the paid tuition or exam fee and course(s) or Praxis Series Exams grade(s).

Applications should be submitted electronically to Mr. James Molnar at jmolnar@archphila.org. Application deadline is **October 13, 2017**. Applications received after this date will not be processed.

Sincerely,

Sr. Maureen McDermott, IHM, Ph.D.

Superintendent for Secondary Schools

Educational Grant Application
School Year 2017-2018

Please complete the following information and submit your application electronically to Mr. James Molnar, Human Resources Manager for secondary Schools at jmolnar@archphila.org

Last name, first name, middle initial

[Click here to enter text.](#)

Home Address

[Click here to enter text.](#)

Home Phone

[Click here to enter text.](#)

2017-2018 School where Assigned

[Click here to enter text.](#)

School Phone

[Click here to enter text.](#)

System Seniority (number of years)

[Click here to enter text.](#)

Degree or Program for which you seek an Educational Gant

[Click here to enter text.](#)

College/University

[Click here to enter text.](#)

Course Title [Click here to enter text.](#)

Start Date [Click here to enter text.](#) End Date [Click here to enter text.](#)

Tuition Cost Per Course [Click here to enter text.](#)

Course Title [Click here to enter text.](#)

Start Date [Click here to enter text.](#) End Date [Click here to enter text.](#)

Tuition Cost Per Course [Click here to enter text.](#)

If the application is for the Praxis Exams, indicate which Praxis Exam(s)

[Click here to enter text.](#)

If the application is for the Praxis Exams, indicate your Pennsylvania Instructional Certificate

Type and Date Issued

[Click here to enter text.](#)

Applications are due on or before October 13, 2017.