FREQUENTLY-ASKED QUESTIONS (FAQS) ABOUT PROJECT ELA 2005-2006

SUNY Fredonia College of Education
Room E235, Thompson Hall
Fredonia, NY 14063
PHONE: 716.673.4725
FAX: 716.673.4724
Internet: www.fredonia.edu/projectela

WHAT IS PROJECT ELA?
Project ELA – English Language Acquisition Project – is a federal grant, funded under the federal Title III National Professional Development Program, awarded to the SUNY Fredonia School of Education to:
• Recruit preservice and inservice teachers who are committed to mastering competencies in educating students Grades K-12 for whom English is a second language;
• Defray a portion of the costs associated with pursuing and completing TESOL certification through the SUNY Fredonia School of Education;
• In partnership with collaborating school districts, expand coursework options to preservice and inservice educators both within and outside of the immediate SUNY Fredonia geographic area, as well as employing alternative coursework formats;
• Provide linkages to school districts to (a) track district personnel needs; and (b) assist TESOL graduates in efficient application for open positions, upon their certification; and
• Stringently evaluate the effects of efforts on meeting local, regional, and statewide personnel needs.

HOW IS PROJECT ELA DIFFERENT FROM PREVIOUSLY-FUNDED GRANTS?
Project ELA is a five-year project funded under Title III. Project TALENT, a three-year project funded under Title VII, laid the groundwork for Project ELA; it was initiated in 9/99, and ended in 9/02. Project ELA is a new grant, with different commitments, funding patterns, and project management. The five-year funding period began September 2002.

HOW IS PROJECT ELA DIFFERENT FROM TESOL?
Pending continued federal support, the grant will continue through September 2007. Project ELA has a support function to FSU students who are pursuing TESOL certification. To participate, students must FIRST be accepted as a SUNY Fredonia graduate student. As a means of recruiting TESOL graduate students, the project currently offers to eligible applicants:
• Partial reimbursement of tuition for required and advisor-approved courses leading to TESOL certification, at the rate of 50% of the current in-state credit hour tuition charge for the Fall 2005 term. (Note that Spring 2006 and Summer 2006 are anticipated to be reimbursed at the same level, but are not confirmed at this time.)
• Reimbursement for costs of textbooks required in advisor-approved TESOL courses up to $200 per semester.
• Reimbursement for periodic, specific, additional expenses associated with professional development and special project activities that are pre-approved by the Project ELA Director.

Project ELA does NOT:
• Accept/reject students into the School of Education, any major, or TESOL coursework.
• Conduct academic advisement, or assign academic advisors.
• Approve courses leading to certification.
• Schedule courses, or arrange for student registration in coursework.

HOW DO YOU APPLY FOR PARTICIPATION IN PROJECT ELA?
To apply, just complete the project’s application each year, providing the requested documentation. You may secure the Application from the project office (note contact points listed above), or you may access it electronically via BlackBoard OR via the projects Internet site. Submission deadlines for the 2005-2006cycle are:
✓ Fall 2005: September 12, 2005 (all applicants)
✓ Spring 2006: December 12, 2005 (new applicants) and January 23, 2006 (new applicants)
✓ Summer Session 1: May 8, 2006 (new applicants)
✓ Summer Session 2: June 19, 2006 (new applicants)

IMPORTANT: Application to Project ELA is NOT an application to the SUNY Fredonia Graduate School, nor to the TESOL graduate program. Your application to Project ELA will NOT be processed until you are fully accepted as a SUNY Fredonia graduate student and into TESOL.
WHAT ARE THE FUNDING GUIDELINES UNDER PROJECT ELA?
Upon your acceptance as both a TESOL graduate student (through the SUNY Fredonia Graduate Office) and as a Project ELA participant, you will be provided with a Project ELA (a) Student Agreement; (b) Reimbursement Format; and (c) Reimbursement Schedule. You must submit the ELA Student Agreement prior to our processing any reimbursement requests that you may submit. Reimbursement for partial tuition costs and for the costs of required textbooks will be made contingent on the following:
- Maintenance of a GPA of 3.0 for each semester for which reimbursement is requested.
- Completion of the course(s) for which reimbursement is (are) requested; note that reimbursement will NOT be made for courses receiving an “Incomplete” grade, nor for courses that you dropped or from which you have withdrawn.
- Evidence from your TESOL advisor that the courses for which you are seeking reimbursement are required.
- For required – not recommended – textbooks, original proof of purchase from the SUNY Fredonia bookstore, for advisor-approved, required courses.
- Timely and complete submission of reimbursement requests, per the formats that you will receive when you are notified of your Project ELA acceptance. (Note that LATE submission of requests may not be honored.)
- Systematic adherence to project submission deadlines.
- Regular participation in project-sponsored professional development activities.

The following table provides a summary of application deadlines, as well as the reimbursement framework for routine Fall 2004, Spring 2005, and Summer 2005 expenses at the present time. Note that separate guidelines are issued for reimbursement of periodic, specific, additional expenses associated with special pre-approved project activities.

<table>
<thead>
<tr>
<th>ITEM</th>
<th>FALL 2005</th>
<th>SPRING 2006</th>
<th>SUMMER 1, 2006</th>
<th>SUMMER 2, 2006</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application Deadlines</td>
<td>All Participants: September 12, 2005</td>
<td>New Participants:</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>December 12, 2005</td>
<td>May 8, 2006</td>
<td>June 19, 2006</td>
</tr>
<tr>
<td></td>
<td></td>
<td>January 23, 2006</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Credit hour Reimbursement</td>
<td>$144.00 (50% of $288.00 per credit hour for in-state tuition)</td>
<td>Reimbursement rate is TBA.</td>
<td>Reimbursement rate is TBA.</td>
<td>Reimbursement rate is TBA.</td>
</tr>
<tr>
<td>Textbook fee Reimbursement</td>
<td>Actual cost of required textbooks, with original receipts, up to $200.</td>
<td>Actual cost of required textbooks, with original receipts, up to $200.</td>
<td>To Be Announced</td>
<td>To Be Announced</td>
</tr>
</tbody>
</table>

WHAT ARE THE EXPECTATIONS OF YOU UNDER PROJECT ELA?
The following basic expectations serve as the basis of the Project ELA Student Agreement:
- Maintenance of a GPA of 3.0 for each semester for which reimbursement is requested.
- Active, responsible, and systematic involvement with your TESOL advisor, to ensure that the courses for which you are seeking reimbursement are required.
- Timely and complete submission of application, reimbursement, and other required reporting paperwork.
- Participation in professional development and special project offerings (e.g., workshops, job fairs, etc.).
- Reporting of your employment and volunteer history with students who are English language learners both (a) during the period that you are funded under the project; and (b) for a minimum of two years following any semester in which you are funded.
- Commitment to work with English Language Learners for at least 1 year following graduation.
- Adherence to the standards set by SUNY Fredonia and the School of Education for candidate disposition.

WHOM SHOULD YOU CONTACT ABOUT WHAT?
Please use the following information as you seek assistance:

<table>
<thead>
<tr>
<th>FOR WHAT?</th>
<th>WHO?</th>
<th>HOW?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application to SUNY Fredonia Graduate Programs</td>
<td>Graduate Office</td>
<td>Visit 2142 Fenton Hall or call 716.673.3808</td>
</tr>
<tr>
<td>TESOL Advisement; Identification of TESOL Advisor; Course Enrollment; Course Information</td>
<td>Your TESOL Advisor</td>
<td>If you do not know who to reach for advisement, contact the School of Education, Thompson Hall E268, or call 716.673.3311</td>
</tr>
<tr>
<td>Project ELA application, reimbursement, or special activities (e.g., job fairs, workshops)</td>
<td>Project ELA Staff</td>
<td>See contact points on Page 1 of this document.</td>
</tr>
</tbody>
</table>