

**Early Childhood Special Education Program
San Francisco State University**

Service Agreement

*For students receiving stipend support from IDEA Training Grants for
Credential Level Training*

I, _____ have received stipend support from personnel preparation grant funds awarded under the Individuals with Disabilities Education Act (IDEA) to the Department of Special Education, San Francisco State University. This assistance is subject to the requirements for a service obligation under the Federal Register.

I intend to begin study with stipend support during the _____ semester of year _____.
I intend to complete my degree at the end of the _____ semester of year _____.

I understand and agree with the terms and conditions of this service agreement.

A. Amount and Length of Service Obligation

1. I have an obligation to repay the scholarship assistance I received by the employment obligation described below, referred to as the "Service Obligation." To satisfy this Service Obligation, I must work on a full-time or full-time equivalent basis for a period of at least two years for each academic year for which I received assistance. Part-time employment may be used to accrue the hours necessary to fulfill the Service Obligation, as long as the hours needed to fulfill the obligation are worked within the necessary time frame (three years plus the number of years owed). If the Service Obligation is two years, and you work half-time for four years in a qualifying position, then the Service Obligation will have been met as long as it is completed five years after you completed your training program. For work to be counted towards satisfying the service obligation, a majority of the work I perform must be related to the training I received in the field of special education, early intervention or related services for children with disabilities.
2. If I am unable or decide not to satisfy the service obligation within the designated period of time, I must pay back the federal government that portion of the stipend I received that I have not satisfied through service. I will owe the federal government an amount equal to the portion of the scholarship that I have not repaid through service, plus interest and collection fees that the federal government may levy upon me.

B. Conditions of Service Obligation

1. A majority of the persons to whom I will provide services are receiving special education, related services, or early intervention services from myself;
 2. I will spend a majority of my time providing special education or related services to children with disabilities or early intervention services to infants and
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- toddlers with disabilities;
3. If the position is supervisory, I will spend a majority of my time employed in a position performing work related to the individual's preparation [early childhood special education] under section 662 of IDEA by providing one or both of the following:
 - a. Special education or related services to children with disabilities or early intervention services to infants and toddlers with disabilities; and
 - b. Supervision to others on issues directly related to special education or related services for children with disabilities or early intervention services for infants and toddlers;
 4. If the position is postsecondary faculty, I will spend a majority of my time performing work related to the individual's preparation under section 662 of IDEA by preparing special education teachers and related services personnel to provide services to improve results for children with disabilities, including early intervention, educational, and transitional services; or
 5. If the position is in research, I will spend a majority of my time performing research related to my [early childhood special education] preparation under section 662 of IDEA that focuses on improving results for children with disabilities, including early intervention, educational, and transitional services.

C. Information on Progress in Satisfying Obligation

1. At least annually, I will provide in writing or in such electronic forms as the Special Education Department determines acceptable information required by the Department to verify that I am complying with my obligation and will submit this information while I am subject to the requirements of the service obligation. At a minimum I will report to the Department:
 - a. My current address, telephone number, and email address
 - b. A brief description of any employment I believe should be counted towards fulfilling my Service Obligation;
 - c. The name, address and telephone number of my employer(s) where I am engaged or have been engaged in employment consistent with my obligation under this agreement;
 - d. Information, including such verification as requested by the College, needed to consider any request I make for an exception or deferral from the repayment requirements under this agreement; and
 - e. Any other information the Department may request to determine or verify my progress in fulfilling the requirements of this agreement.
 2. I will provide the above information to the Department until I am informed that my Service Obligation has been met. If I do not provide the above information each year, I understand that the Department will report to the US Secretary of Education that I have failed to meet my Service Obligation.
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D. Deferrals of and Exceptions to the Obligation

1. I may request and may be granted by the Department an exception to the service/repayment obligation if I am unable to complete the obligation because of disability that is expected to continue indefinitely and interferes with my ability to sustain employment in the field. Such request must be made in writing, according to procedures established by the Department.
2. I may request and may be granted by the Department a deferral of the Service Obligation. See specific circumstances and periods of time for which deferrals are allowable at 34 CFR §304.31. Such requests must be made in writing, according to procedures established by the Department. In general, deferrals may be granted if I:
 - a. Am engaged in a full-time course of study at an institution of higher education;
 - b. Am serving in the armed forces (not to exceed three years), Peace Corps, or as a full-time volunteer under Title I of the Domestic Volunteer Service Act;
 - c. Have a disability for a period not to exceed three years; or
 - d. Am required to provide care to a disabled family member not to exceed one year.

Consent for Release of Information

About Employment. I give my consent to the Special Education Department to contact my employer(s), if necessary, to confirm information about my employment that is relevant to determining my progress in satisfying my obligation. I specifically consent and authorize my employer to respond to inquiries from the Special Education Department and to release records to the Department verifying my employment, hours of employment, and the extent to which my employment involves the performance of work related to the training I received for which IDEA stipend assistance was provided. I understand that the Special Education Department does not intend to routinely contact my employer(s) while I am fulfilling my Service Obligation. I understand the Special Education Department intends to contact my employer only when there is uncertainty about some aspects of my employment that requires clarification in order to track my progress in meeting the Service Obligation.

About Student Location. I give my consent to the Department to contact offices within San Francisco State University for the purpose of obtaining information that may be needed in order to contact me regarding the status of and/or progress in satisfying my obligation.

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GRANT NUMBER	(PEECS)
GRANT PROJECT DIRECTOR	Alise Paillard
STUDENT UIN	
STUDENT NAME	
EMAIL	
TELEPHONE	
ADDRESS (PLEASE INCLUDE AN ALTERNATIVE ADDRESS AND PHONE # OF A FAMILY MEMBER OR FRIEND WHO CAN FORWARD MAIL TO YOU)	
	Alternative:

Student Signature

Date

Project Director

Date