

REPEAT – APPLICANT INSTRUCTIONS

(A REPEAT applicant is an applicant one who has been denied or has received the Traineeship Scholarship within the past two (2) years)

The ND Department of Public Instruction (NDDPI), Office of Special Education, has Traineeship grants available in the amount of \$1,000 for two (2) to four (4) credits (*Part-Time*) and \$2,000 for five (5) or more credits (*Full-Time*) per semester. Please note coursework not required for the special education area, such as **Statistics, Thesis or Into to Graduate Studies are not reimbursable under this scholarship.**

Each semester Repeat Applicants must submit:

Letter of Intent (addressed to the Traineeship Scholarship Committee) stating:

- Your intent to teach in the subject area in ND, noting if you are registering for two (2) to four (4) credits (*Part-Time status*) or five (5) or more credits (*Full-Time status*).
- ***PLEASE NOTE:*** NDDPI does not have the same course load definition of Part-and Full-Time as the universities.

Traineeship Program of Study Form:

- The traineeship semester (spring, summer or fall) for which you are reapplying must be included on your current Program of Study form; otherwise, an updated signed (by your advisor) Program of Study needs to be resubmitted.
- The Program of Study form is available on website.

If your employment has changed since you last applied, resubmit:

- ***Special Education Unit Recommendation Form:*** Complete the top portion of the form and have your Special Education Unit Director complete the bottom portion.
- The Unit Recommendation form is also available on our website.
- ***Your Unit Director must send the completed Special Education Unit Recommendation form to the address below.***

For Traineeship application process questions, please contact:

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