

Transition to Teaching Scholarship

Service Requirement

The Transition to Teaching Scholarship provides students interested in pursuing a career in education the opportunity to earn a one-time, non-renewable scholarship of up to \$10,000. In exchange, students agree to teach for **five years** at an eligible Indiana school. Please follow the ensuing steps to begin documenting your fulfillment of the scholarship's service requirement:

1) Download and Complete the [Deferment/Cancellation Form](#)

Recipients must complete the following sections:

Section 2: Borrower Identification

Section 3: Employment Information

Section 5: Borrower Certification and Authorization

Employers must complete the following section:

Section 4: Employer Certification

2) Request an Employment Verification Letter

The Employment Verification Letter is a brief memo written by an administrator at your school which includes:

- Your start date,
- The school at which you teach,
- The grade/subject in which you teach, and
- A few of your teaching duties

2) Submit Documentation

Recipients must submit **both** documents to NextTeacher@che.in.gov.

3) Processing and Confirmation

Applications are typically processed within ten (10) business days. You will be notified of the status of your deferment/cancellation via e-mail using the address provided in Section 2 of your Deferment/Cancellation Form.

