



At Florida Gulf Coast University

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COPE Program Agreement

Please read the agreement carefully. After you review, please sign and date the agreement. A copy of the agreement must be submitted with your application or your application will be considered incomplete.

I, _____, have read, understand, and agree to the following terms and conditions:

1. I have completed a FAFSA and I understand that there are other funding sources available to support my tuition costs and I will apply for district, state reimbursement programs and/or scholarships for courses prior to seeking funding through the Personnel Development Partnership at Florida Gulf Coast University (PDP).
2. I understand that I must not accept payment of educational assistance from any other entity if it conflicts with my service obligations to the COPE program.
3. I understand that in return for my tuition assistance I must maintain full time employment in an ESE or EI setting for a period of at least two years for every one year of tuition assistance received (full time equivalent, 24 credits). I further understand that I can begin my service obligation following completion of the first year of coursework (full time equivalent) and I will have five years plus my service years following graduation to fulfill my obligation. I understand that should I not maintain full time employment in an ESE or EI setting for the period of time required based on my tuition assistance I will be responsible for repayment of all tuition assistance to PDP. I further understand that if I am unable to fulfill my obligations under this program I must notify the PDP office immediately.
4. I understand that the PDP may grant exceptions of the service obligation or repayment if the course of study is not completed due to death, or permanent disability. The service obligation or repayment may be deferred if I am engaging in a full time course of study at an institution of Higher Education or serving as a member of the armed services of the US, a volunteer under the Peace Corps act or a fulltime volunteer under title 1 of the Domestic Volunteer Service Act. It is my responsibility to provide sufficient documentation to warrant exceptions or deferments to the PDP.
5. I understand that COPE courses are undergraduate level courses with undergraduate level expectations.
6. I will not miss more than two (2) course meetings without instructor permission.
7. I understand that only tuition will be paid/ reimbursed. All other associated costs (i.e. child-care, transportation, books) will be my responsibility.
8. I agree to pay all required fees; application/admissions, health fees, parking and any other non-tuition related university fees in a timely manner.

**Personnel Development Partnership
FGCU College of Education
10501 FGCU Blvd. South
Fort Myers, FL 33965-6565
239 590-7748**



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9. **I understand that I must earn at least a “B” grade in my courses to remain eligible for tuition assistance; if I earn less than a “B” grade, I may be liable for tuition costs and will be ineligible to continue to receive tuition support through this program.**
 10. I understand that, for valid personal or professional reasons I may withdraw from **one** COPE funded course with permission and without penalty, and will continue as an eligible COPE tuition assistance recipient.
 11. I agree to obtain an email address and to develop basic computer literacy. I understand that the COPE program is committed to technology enhanced courses.
 12. I agree to comply with all the rules and regulations set forth in the catalog of the College or University that I am attending or forfeit eligibility.
 13. I understand that the PDP only pays the rate of in-state tuition fees for any course.
 14. I understand that the PDP only pays for 12 undergraduate credits per semester unless written permission is granted by the Project Coordinator.
 15. I agree to update my contact information and submit written documentation of my grades to the PDP office within 15 days of the close of each semester
 16. Upon invitation, I agree to participate in all Personnel Development Partnership Project Evaluation, Needs Assessment, Course Evaluation, Program Evaluation and/or other activity as requested, and participate in supplementary training events.
 17. **I understand that I am expected to negotiate directly with the school district regarding release time for fieldwork and student teaching requirements.**

Student Signature

Date

This program was developed by the Personnel Development Partnership (PDP) at Florida Gulf Coast University, a special project funded by the State of Florida, Department of Education, Bureau of Exceptional Education and Student Services, through federal assistance under the Individuals with Disabilities Education Act (IDEA), Part B *and/or Part D*.

* Please note- The tuition assistance programs funded through the PDP are grant funded and may vary in amount and/or scope each year. Participants may be asked to sign revised agreements based on requirements of the funding source.

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