

**Computer Science Licensure Assessment
Fee Reimbursement Request Form**

A test taker who passes the licensure assessment for an Arkansas educator license in Computer Science may be eligible for a one-time assessment fee reimbursement by the Arkansas Department of Education (ADE). *Reimbursements are processed on an as-received basis and are subject to funding availability.**

To be eligible for the assessment fee reimbursement, a test taker must provide the following:

- A completed **Computer Science Licensure Assessment Fee Reimbursement Request Form**;
- A copy of the **Official Score Report** provided by Educational Testing Service (ETS) showing a passing score on the computer science assessment;
- A copy of the **Payment Confirmation Form** provided by ETS;
- A copy of the **unofficial Arkansas Educator License** showing Computer Science**; and
- A completed **W-9 Form** to include name, home address, Social Security Number, signature, and date.

TEST TAKER CONTACT INFORMATION			
Name: (as it appears on W-9 Form)			
Home Mailing Address:			
City:		State:	Zip:
Social Security Number:			
E-Mail Address:			
Home Phone:	() —	Work Phone:	() —
Praxis™ Computer Science Test Date***:			

Check this box ONLY if you are an ADE employee. ADE employees are required to include approval from the ADE Commissioner of Education. Please inquire with your ADE supervisor for more information.

MAIL OR FAX ALL REQUIRED FORMS TO:

Michael Rowland, Program Advisor
Arkansas Department of Education
Office of Educator Licensure
Four Capitol Mall, Room 102-B
Little Rock, AR 72201

Fax: (501) 682-4898 • **E-Mail:** michael.rowland@arkansas.gov • **Phone:** (501) 682-4560

*The ADE reserves the right to deny reimbursement due to lack of funding secured for this purpose.

**The unofficial copy of the Arkansas Educator License may be accessed through the Arkansas Educator Licensure System (AELS).

***The ADE must receive reimbursement requests within 12 months of a passing test score date.

