

# Certification and Licensure Exam Fee Reimbursement for CSEA/PEF and UUP

For complete instructions, please refer to the specific website. For tuition questions, please contact the Tuition Coordinator at 631-444-4754.

Program Name	Who Is Eligible?	What is the Eligibility Guideline?	What is Covered?	Where Do I Get the Forms?	What Is the Deadline?
<p>CSEA Employees (Bargaining Units 02, 03, 04)</p> <p>Certification and Licensure Examination Fee Reimbursement</p>	<p>State Hospital/LISVH Employees represented by CSEA who are receiving a NYS paycheck when applying (application received after first paycheck and before last paycheck)</p>	<p>The exam must comply with three requirements:</p> <ol style="list-style-type: none"> <li>1. The exam must be job-related or career-related.</li> <li>2. The exam must lead to certification or licensure for an occupation that currently exists in NYS service.</li> <li>3. The exam must be administered by an accredited organization.</li> </ol> <p><u>Civil Service exams as well as other exams are NOT Covered</u></p>	<p>An employee can be reimbursed for an unlimited number of certification or licensure exam fees (up to a maximum of \$350 per exam).</p> <p>For more information, please go to</p> <p><a href="http://www.nyscseapartnership.org">www.nyscseapartnership.org</a></p>	<p>Interested applicants must contact a Partnership advisor at</p> <p><a href="https://nyscseapartnership.org/meet-your-partnership-advisors">https://nyscseapartnership.org/meet-your-partnership-advisors</a></p> <p><a href="#">Click Here</a></p> <p>or by calling 1-800-253-4332</p>	<p>The Partnership advisor can provide deadline information.</p>
<p>PEF/PS&amp;T Employees (Bargaining Unit 05)</p> <p>Certification and Licensure Exam Fee Reimbursement Program (CLEFR)</p>	<p>State Hospital/LISVH employees who are represented by PEF at both the start and end dates of the exam</p>	<p>An exam must comply with three requirements:</p> <ol style="list-style-type: none"> <li>1. The exam must be job-related and/or career-related.</li> <li>2. The exam must result in first time certification, licensure or designation for an occupation that currently exists in NYS service.</li> <li>3. The license, certification, or designation must be awarded by an eligible provider.</li> </ol>	<p>Full-time employees and employees who are employed to work 50% or more:</p> <p>Maximum reimbursement is \$5,000 per calendar year</p> <p>Part-time employees who work less than 50% will be reimbursed 50% of the cost of each exam not to exceed a total reimbursement amount.</p>	<p>To obtain an application form, please visit</p> <p><a href="http://www.goer.ny.gov">www.goer.ny.gov</a></p> <p>click on Training and Development, PEF</p>	<p>Please refer to the website for more specific information.</p>

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<p>UUP Employees (Bargaining Unit 08)</p> <p>Individual Development Awards Program</p>	<p>All members of the UUP bargaining unit</p>	<p>There are various requirements based on the reason for application.</p> <p>Applications are made directly to the local UUP Chapter office. Award decisions/approvals are made at the chapter level. For more information, please contact your UUP Chapter office at 444-1505</p>	<p>The maximum amount that can be awarded for each employee under this program is \$1,200. Employees may only be funded for one project of activity per award period.</p> <p>Check the website for deadline dates</p>	<p>Additional information can be obtained at:</p> <p><a href="https://oer.ny.gov/nysuupclefr">https://oer.ny.gov/nysuupclefr</a></p> <p><a href="#">Click Here</a></p>	<p>Contact your UUP Chapter office at 631-444-1505 for specific information.</p>