



NAZARETH COLLEGE  
School of Education  
Office of Clinical Experience and Partnerships

**SPEECH AND LANGUAGE PATHOLOGY**  
**REMUNERATION GUIDELINES**

We appreciate your collaboration with us, in support of teacher education at Nazareth College. We truly value your commitment and your contribution to our profession. Therefore, we offer a remuneration as a token of our appreciation.

The Nazareth College School of Education offers the following options for remuneration:

**OPTION 1: CASH HONORARIUM**

- This honorarium is a \$200 check made payable to the School-Based Teacher Educator (SBTE).
  - If you share the supervision of the teacher candidate with another SBTE (such as a co-teacher), you will receive \$100, half of the remuneration amount.

**OPTION 2: TUITION WAIVER - PROFESSIONAL DEVELOPMENT**

- This is a credit tuition waiver for 1.5 undergraduate and graduate courses at Nazareth College.
  - If you share the supervision of the teacher candidate with another SBTE (such as a co-teacher), you will *not* be eligible for the tuition waiver as we are *unable* to provide a candidate with a 0.75 tuition waiver.
- The tuition waiver is **not transferable**.
- The tuition waiver must **be used any one of the next nine consecutive registration periods** and may not be extended, for any reason, beyond this time-period. (Please note: Summer Session I and II are considered one semester/registration period).
- Active waivers need to be presented at the time of registration in order to be applied to the current student bill.
- You may be required to pay taxes on your tuition waiver.
  - SBTEs in Participating School Districts do not pay taxes as the district assumes the responsibility of paying tuition waiver taxes. (please contact the office if you have a question about this)
  - SBTEs in Non-Participating School Districts must pay taxes on their tuition waiver as stated by the guidelines of the IRS.
  - A list of Participating School Districts can be found at the end of this document.
- See Graduate Catalog for the complete statement of Tuition Waiver Acceptance Policy.
  - [http://catalog.naz.edu/content.php?catoid=87&navoid=2375#tuition\\_waiver](http://catalog.naz.edu/content.php?catoid=87&navoid=2375#tuition_waiver)

**OPTION 3: ARTS CENTER VOUCHER**

- This is a \$200 credit towards the Nazareth College Arts Center.
  - If you share the supervision of the teacher candidate with another SBTE (such as a co-teacher), you will receive \$100 credit, half of the remuneration credit.
- Arts Center Vouchers are issued twice a year. Below you will find the issuance dates:
  - Summer B or Fall Placements- January (if remuneration selection form received by December 31st)
  - Spring and Summer B Placements- July (if remuneration selection form received by June 30th)
- If choosing an Arts Center Voucher, please refer to the Art Center redemption information on the third page.

**REMUNERATION TIMELINE:**

- Approximately **two weeks before the candidate's placement comes to an end**, you will receive an email with the remuneration guidelines, the remuneration selection form and a W-9 form.
- Please print the remuneration selection form and W-9 and fill it out completely.
  - Note: if you have previously completed a W-9 for Nazareth College you do not need to submit an additional one.
- Please ***mail (via the US Postal Service)*** the selection form and W-9 to the Office of Clinical Experiences and Partnerships by the ***final day of the teacher candidate's placement***.

*Nazareth College  
Attn: Colleen Burrell  
Office of Clinical Experiences and Partnerships  
Golisano Academic Center, Room 277  
4245 East Avenue  
Rochester, NY 14618*

- If we do not receive your remuneration selection form **within a week after the placement ends**, there may be a delay in processing.

Thank you again for your continued partnership with Nazareth College. We look forward to continuing our relationship with you!!

## **Art Center Redemption Information**

Upon the Arts Center's receipt of your request for Arts Center credit, you will be notified by an auto-generated email that you have been issued a voucher by the Arts Center which will include the voucher number. You may log into your account using the email address that you provided on your remuneration request. Please go to <https://www2.naz.edu/arts-center/> to view the events. You may filter by touring or browse the entire College's offerings.

Once you have selected an event that you wish to attend and to check out, please go to **My Account** to sign in.

If you have an existing Arts Center account that is tied to the email address that you provided on your remuneration request please sign in. If this is the first time accessing your online Arts Center account, select **Forgot My Password** and you will be prompted to insert your email address.

Select **Email My Password** link. The system will generate a link from which you'll be able to change your password and access your account and voucher.

Insert the voucher number that you were previously sent at the checkout and select **Redeem**. You may use part of or the entire amount of your voucher. You will be able to access any remaining balance at any time by the same process. If your order exceeds the voucher value you will be prompted to add your credit card payment for any balance due.

You will find that this enhancement will provide you with immediate accessibility of your voucher. No more waiting for confirmation of your benefit, you will have 24-7 online access to your credit.

Feel free to contact Deb Foster 585-389-2172 with questions on how to use your voucher. For questions regarding your remuneration please contact your respective field supervising office.

## **PARTICIPATING SCHOOL SYSTEM**

- 1. Allendale Columbia School**
- 2. Aquinas Institute of Rochester**
- 3. Avon Central School District**
- 4. BOCES: Wayne Finger Lakes**
- 5. Brighton Central School District**
- 6. Caledonia-Mumford School District**
- 7. Canandaigua City School District**
- 8. Churchville-Chili Central School District**
- 9. Clyde-Savannah Central School District**
- 10. Cobblestone School**
- 11. Diocese of Rochester**
- 12. East Bloomfield School District**
- 13. East Irondequoit Central School District**
- 14. East Rochester Union Free School District**
- 15. Fairport Central School District**
- 16. Finger Lakes United Cerebral Palsy Assoc.**
- 17. Gananda Central School District**
- 18. Gates-Chili Central School District**
- 19. Geneva City School District**
- 20. Greece Central School District**
- 21. The Harley School**
- 22. Hillside Children's Center**
- 23. Hilton Central School District**
- 24. Honeoye Falls-Lima School District**
- 25. Livonia Central School District**
- 26. Lyons Central School District**
- 27. Manchester-Shortsville School District**
- 28. Marcus Whitman Central School District**
- 29. Marion Central School District**
- 30. McQuaid Jesuit High School**
- 31. Newark Central School District**
- 32. The Norman Howard School**
- 33. North Rose-Wolcott CSD**
- 34. Palmyra-Macedon Central School District**
- 35. Penfield Central School District**
- 36. Phelps-Clifton Springs School District**
- 37. Pittsford Central School District**
- 38. Rochester City School District**
- 39. Rochester School for the Deaf**
- 40. Roosevelt Children's Center**
- 41. Rush-Henrietta Central School District**
- 42. Seneca Falls Central School District**
- 43. Sodus Central School District**
- 44. Spencerport Central School District**
- 45. Victor Central School District**
- 46. Wayne Central School District**
- 47. Webster Central School District**
- 48. West Irondequoit Central School District**
- 49. Wheatland-Chili Central School District**
- 50. Williamson Central School District**