

How to get the Education Stipend

A - Upload your transcript in TalentED

Step 1: Please go to TalentEd Employee

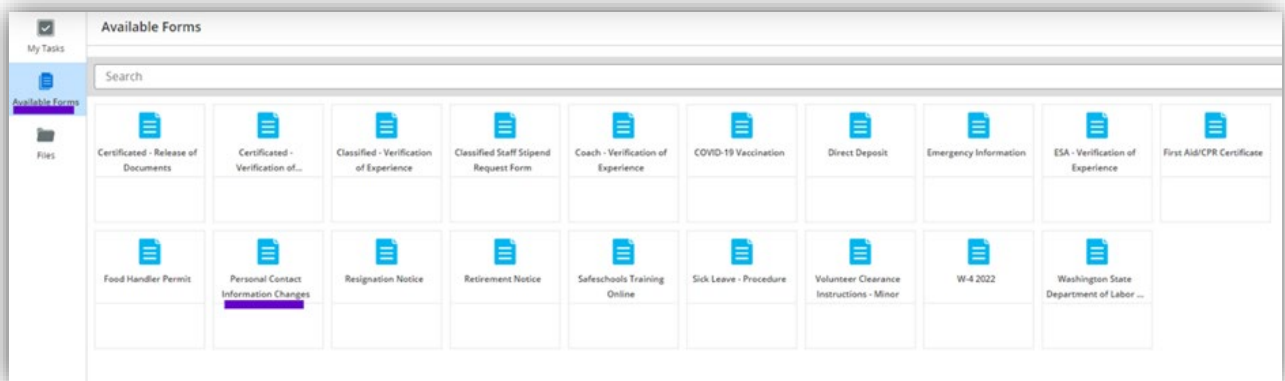
Records: <https://msd25.tedk12.com/sso/Account/Login?pid=9>

Step 2: Your username is your email address (FirstName_LastName@msvl.k12.wa.us). If you do not remember your password, click on **Forgot Password**.

Step 3: Once logged into "Records", select "**Available Forms**" in the top left-hand sidebar.

Step 4: Select the "**Classified Staff Stipend Request Form**" document.

Step 5: Complete the electronic form with your information, upload your transcript showing the degree earned, and hit submit when finished. Your information will be routed to the Classified Analyst for processing.



B - Request your educational stipend from the district via email:

Step 1: Send an email to Sophia Hitsky in HR and state that you are requesting to receive the educational stipend for 2022-23 because you hold the [enter **one** of the 4 degree or certification types from the table below that you possess] and that you have uploaded your transcript in TalentED.

Effective September 1, 2023, the certification amounts will be improved by the amount of the state funded IPD/Pass through.

Type	2021/2022	2022/2023
Associate of Arts	\$1,285.20	TBD
Baccalaureate Degree	\$2,692.80	TBD
Educational Staff Associate cert (ESA) (RN's only)	\$1,285.20	TBD
Advanced Health Professional Certification II	\$2,754.00	TBD

Remember that in order to get the full yearly stipend you must complete the above 2 steps before the end of August. The yearly stipend is paid out in monthly increments over 12 months (September through August) and your monthly stipend payments begin in the month after you complete the above 2 steps.