



INDIANA COMMISSION *for* HIGHER EDUCATION

Frequently Asked Questions (FAQs)

Last updated: February 9, 2026

Please review the Frequently Asked Questions below for common questions, definitions, and clarifications. If there are additional questions that were not addressed here, please contact the Indiana Commission for Higher Education at NextTeacher@che.in.gov.

The FAQ includes:

- General Information
- Eligibility Requirements
- Application Procedures
- Selecting Recipients
- Scholarship Utilization
- Promissory Note
- Service Requirements
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General Information

What is the Transition to Teaching Scholarship?

The Transition to Teaching Scholarship provides individuals pursuing a career in education the opportunity to receive a one-time, non-renewable award of **up to \$10,000**. To qualify, applicants must already hold a bachelor's degree from an accredited postsecondary institution and be enrolled in, or admitted to, an eligible Transition to Teaching program. To be eligible for the scholarship, the recipient must agree to teach full-time for five years at an eligible Indiana school. If the service requirement is not fulfilled, the recipient must repay a prorated portion of their scholarship, plus interest.

How much is the scholarship?

The scholarship provides **up to \$10,000**.

- The \$10,000 is eligible to be applied towards the cost of the Transition to Teaching program's tuition and mandatory fees for the academic year in which the recipient has received the award. If the Transition to Teaching program costs less than \$10,000, the Transition to Teaching Scholarship will cover the cost of the program and initial practitioner licensure (\$37.50).



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Is this a scholarship or a loan?

The Transition to Teaching Scholarship is a scholarship with a five-year service requirement. If the service requirement is not met, the scholarship will be converted to a loan plus interest. The interest rate is fixed at 7%.

For what can the scholarship be used? Is it restricted to tuition and fees?

The scholarship may be used for the Transition to Teaching program's tuition, mandatory fees, and initial practitioner licensure (\$37.50).

Is this scholarship eligible to be used at any Transition to Teaching program?

The scholarship can be used with eligible Transition to Teaching programs (please refer to the list of eligible programs on our Transition to Teaching webpage).

Eligibility Requirements

What are the eligibility requirements for the scholarship?

The applicant must:

- possess a baccalaureate degree from an accredited postsecondary four (4) year institution;
- have enrolled in a Transition to Teaching program described in IC 20-28-4;
- be employed or volunteer at a K-12 school in the state of Indiana;
- agree in writing to:
 - complete a Transition to Teaching program described in IC 20-28-4 and obtain an initial practitioner license under IC 20-28; and
 - teach for at least five (5) years in a public school or an eligible school (as defined in IC 20-51-1-4.7) in Indiana after obtaining the initial practitioner license under IC 20-28-4-6; and
- meet any other criteria established by the Commission.

Am I required to provide proof of income for the Transition to Teaching Scholarship?

If the applicant has confirmed their household earns \$100,000 or less annually, the Indiana Commission will verify their household's income through the Indiana Department of Revenue. If additional documentation is required, the Indiana Commission will contact the applicant directly.

Can licensed teachers apply?

Licensed teachers are ineligible to apply, as this scholarship is designed to support individuals that are seeking their initial practitioner licensure.



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- This scholarship cannot be used to earn an Endorsement.

Can an individual apply for the scholarship if they are close to finishing their Transition to Teaching program?

Yes, but because the scholarship can only be used to cover a limited portion of the recipient's remaining program costs, the award amount may be significantly lower than the maximum available.

Application Procedures

Where is the application located?

The Transition to Teaching Scholarship application is accessed through [ScholarTrack](#), Indiana's one-stop-shop for state financial aid.

- The applicant must register for a **full-user account** to apply.

How to locate the application in ScholarTrack:

- Log into ScholarTrack,
- Select "State Aid Resources" from the menu,
- Select "Apply for State Aid",
- Select "Financial Aid for Future Educators",
- Select "Transition to Teaching Scholarship", and
- Select "Continue".

If an applicant was waitlisted or denied for the scholarship in the past, can they re-apply?

Yes, waitlisted or denied applicants are welcome to re-apply for the scholarship, provided all eligibility requirements are met.

If an applicant has received the scholarship already, can they apply again?

No, the Transition to Teaching Scholarship is a one-time, non-renewable award.

If an applicant has already completed their program, are they eligible to receive this scholarship to help repay their loans?

The Transition to Teaching Scholarship can only be applied toward current educational expenses and cannot be used to repay existing student loans or past program costs.



Selecting Recipients

How are scholarship recipients determined?

The scholarship is awarded in a first-come, first-served manner. However, per statute, the Indiana Commission must prioritize applicants with an annual household income of **\$100,000 or less** for selection.

Scholarship Utilization

What timeframe does the scholarship cover?

The scholarship may be applied towards Transition to Teaching program costs during the academic year in which one has been awarded.

Can the scholarship be used for books, testing fees, or certification exams?

The scholarship is ineligible to be applied towards book costs, testing fees, and certification exams.

How long does a recipient have to use the scholarship before it expires?

The recipient must use their scholarship within six months of the award's start date.

How does a recipient access or request their scholarship funds?

The Indiana Commission directly disburses the scholarship to each recipient's Transition to Teaching provider; no action is required from the recipient to request disbursement.

What happens if a recipient's school is requesting a tuition payment, but the recipient has completed their promissory note?

Recipients should continue making required tuition payments to their Transition to Teaching program until the scholarship funds have been disbursed and applied to their account. Scholarship disbursement can take some time, and continuing tuition payments ensures the recipient will remain in good standing with their program. Once the scholarship is applied, the program will adjust the recipient's balance accordingly and refund any eligible costs that have already been paid.

What happens if a recipient does not use their full scholarship award?

Any unused portion of the scholarship will expire. However, the recipient will not be responsible for the remaining funds.



Promissory Note

Why is a promissory note required for this scholarship?

The Transition to Teaching Scholarship has a **five year** teaching obligation. The promissory note is a written agreement that upholds the recipient's commitment to teach for five years or **repay** the corresponding, prorated amount of their scholarship, plus interest.

How does a recipient complete the promissory note?

The Indiana Commission's vendor, Heartland ECSI (webmaster@ecsi.net), will administer the promissory note via email. Recipients will receive a link and a PIN number to complete the promissory note.

Any questions about the promissory note may be directed to Heartland ECSI's Customer Service at 1-888-549-3274.

What information is contained within the promissory note?

The promissory note collects the following information:

- Contact Information to be provided by the recipient as the borrower;
- Individual PIN Number, provided by ECSI;
- Entrance counseling, loan terms, and requirements;
- Rights and responsibilities as the borrower;
- Student information, next of kin, two references, provided by the recipient as the borrower, to be used should a recipient enter repayment and/or default on their loan;
- Private education loan approval disclosure, self-certification information; and
- Signed promissory note and confirmation of receipt.

Why does the promissory note list the Indiana Commission for Higher Education as the recipient's school?

The promissory note is a legally binding agreement between the Indiana Commission for Higher Education (scholarship provider) and the scholarship recipient.

Why does the promissory note list \$10,000 as the award amount if recipients may not receive the full \$10,000?

The promissory note reflects the maximum scholarship amount available under the program, which is \$10,000. However, the actual amount a recipient can receive depends on their program costs. Listing the full amount on the promissory note does not guarantee that every recipient will receive the full \$10,000—it simply establishes the upper limit of what can be awarded.



Service Requirements

How quickly are scholarship recipients expected to secure a teaching position?

Following Transition to Teaching program completion, the recipient will be placed in a grace period for six months. If the recipient has not yet secured an eligible teaching position within six months, the recipient should email us at NextTeacher@che.in.gov.

How does a scholarship recipient report that they are fulfilling the service requirement?

The recipient must submit a **Deferment/Cancellation Form** and **Employment Verification Letter** to NextTeacher@che.in.gov.

The Employment Verification Letter (as mentioned in *Section 4* of the Deferment/Cancellation Form) is a short letter written by an administrator at the school or school corporation which includes:

- The recipient's start date with the school/school corporation;
- The name of the school at which the recipient teaches;
- The grade/subject that the recipient teaches; and
- A few of their duties as a teacher.

If the recipient does not teach for five years, how much of the scholarship will the recipient pay back?

When the five-year service requirement goes unfulfilled, the recipient will be required to repay the remaining, prorated amount of the scholarship (plus interest).

The remaining, prorated amount of the scholarship will depend upon several factors – such as the total amount that their scholarship provided, and how much has been canceled (if applicable).

Does the recipient have to teach in Indiana?

Recipients must teach at a public, charter, or eligible nonpublic school in Indiana to fulfill the service requirement. It is important to note that recipients are not required to teach at the same school for all five years. Please refer to the eligible Indiana schools link on the Transition to Teaching webpage for more information.

Is there a particular subject and/or grade level that a recipient must teach to fulfill the service requirement?

Per statute, recipients are permitted to teach any subject for grades Kindergarten through 12th. Pre-K and younger grade levels are not eligible to fulfill the service requirement.



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What happens if the recipient does not complete the Transition to Teaching program?

If the recipient does not complete their program, but has used their scholarship, the recipient must repay the amount of their scholarship plus interest.