



**The No Child Left Behind Act (NCLB) is a federal law which mandates that all teachers who teach core academic subjects must meet the U.S. Department of Education's "Highly Qualified" requirements.**

**You may be eligible to be reimbursed for a subject area exam (SAE).**

Here's how:

- You were notified by the Highly Qualified office that a specific subject area exam is needed in order to be designated highly qualified
- You are currently teaching a core academic subject
- You have taken the appropriate subject area exam and received a passing score (in the area you are teaching)
- You must submit a NCLB Highly Qualified reimbursement form
- You must submit the receipt indicating the cost of the exam
- You must attach an original copy of your original score report
- Exam must have been taken between July 1, 2010 – June 30, 2011

[www.duvalschools.org](http://www.duvalschools.org) >hr info>certification>Helpful Links>NCLB/HQ>required form

**Submit to (via school mail):**

Lizzie Peeples  
or  
Sue Martin

Highly Qualified/NCLB Office  
Bldg. 3001; 5<sup>th</sup> Floor; Room 506

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