

**KIDS Now Scholarship Milestone Achievement Request Form
(To be presented to Employer by the Scholarship Recipient)**

Congratulations! You and your employee have reached a milestone on the path to high quality care for Kentucky's children!

Thank you for investing in Kentucky's future! As a participating employer in the KIDS Now Early Childhood Development Scholarship Program, you have agreed to pay your employee 10% of the Milestone Achievement Award within (15) days of receiving proof of completion from the student for the credential, certificate or degree listed below. Please issue a certified check for the appropriate amount to the employee listed below:

Step 1. To be completed by the Scholarship Recipient and returned with information from steps 2 & 3 to the Professional Development Counselor within 60 days of completing the academic term:

Complete the form below. Attach a copy of your credential, certificate or degree and present it to your employer.

Student/ Employee's Name:

Last	First	M.I.
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Address:

City:

State and Zip Code:

Social Security#:	Date of Birth:	Phone #:
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Check the Credential, Certificate or Degree Completed:

- Child Development Associate Credential (at postsecondary institution)
Award : \$10.00 employer contribution, \$90.00 state funds
Employee commitment: additional six months employment to sponsoring center
- Early Childhood AA Degree
Award : \$30.00 Employer contribution, \$270.00 state funds
employment commitment: additional one year to sponsoring center
- Early Childhood AAS Degree
Award : \$30.00 Employer contribution, \$270.00 state funds
Employee commitment: additional one year employment commitment to sponsoring center
- Early Childhood BS Degree
Award : \$50.00 Employer contribution, \$450.00 state funds
Employee commitment: additional six months employment commitment to sponsoring center & (1) additional year in an early childhood facility
- Early Childhood Development Director's Certificate
Award : \$30.00 Employer contribution, \$270.00 state funds
Employee commitment: additional one year employment commitment to sponsoring center
- Early Childhood Development Trainer's Certificate
Award : \$30.00 Employer contribution, \$270.00 state funds
Employee commitment: additional one year employment commitment to sponsoring center

I affirm that the above information is true and correct:

Student/Employee signature:

Date:

Step 2. To be completed by participating employer:

Upon Receipt of the signed KIDS Now Scholarship Milestone Achievement Request Form and proof of completion from the student for the credential, certificate or degree listed, please issue a certified check for the appropriate amount to the employee.

I acknowledge the above named employee is working 20 hours per week in a participating KIDS Now Scholarship early childhood setting:

Employer signature:

Date:

Step 3: To be completed by the Student / employee:

Make a copy of

- a. This form
- b. Proof of completion of the credential, certificate or degree listed
- c. And a copy of the certified check issued to you by your employer for the employer portion of the Milestone Achievement Award

Mail to : **Kim McIntyre**
 WKU Child Care Resource & Referral
 344 Tate Page Hall, WKU
 Bowling Green, KY 42101

Scholarship Recipient: Keep a copy of this signed document, your credential, certificate or degree and the check received from your employer. You should receive a check from State for the balance of your Milestone achievement Award within 60 days.