REAP

Regional Education Applicant Program

notes

for Applicants

REAP STATES

Connecticut

Iowa

Kentucky

Michigan

Missouri

New Mexico

Ohio

Pennsylvania

Texas

U.S. REAP

HELP DESK:

Call:
314-692-1205
1-800-288-8115

e-mail:
Help Desk
admin@reapmail.net

Fax:
314-692-1297

Greetings,

It is once again time to discover some more helpful tips that make using REAP an even more pleasant experience.

Tip #1: How to complete REAP quickly before the initial 90 day period ends

Are you in the process of completing your REAP application but are starting to run out of time? Once you start your REAP application you have 90 days to complete it before the system automatically deletes it. Unfortunately, there is not a way for us to grant an extension. If you are in need of extra time, here is a tip for completing the application quickly so you can avoid having your application deleted:

To prevent your application from being deleted one must complete each subsection and then do a final submission. For most people, the most time consuming section to complete is the essay and/or the professional statements section. For now, you can type in a "place-holder" word or phrase in each of the essay boxes (see illustration 1), do a final submission and then place the account on hold instead of making it active for potential employers to view. By doing this, you provide yourself the opportunity to revisit the essay section so you can complete it when you have more time.

Illustration 1

What are your three (3) most important reasons for wanting to be a teacher?

In progress

Type in a placeholder word or phrase. You can always come back to edit later.

11/300 maximum

Limit your answer to 300 characters or less

NEXT

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Tip #2: What To Do If Your Required Certification Test Is Not Listed

Are you wondering what to do if you are in the process of completing the "required test" subsection, but your certification test is not listed? What if you were never required to take a certification test? If you took a test that was scored but it is not listed, you may select "Other Scored Test Not Listed". You will then need to describe the test and provide the score you received in subsection 8.8 (Additional qualifications and comments). If there was no test required at the time, you may select "No Certification Tests Were Required" (See Illustration 2)

Illustration 2

Test Name:
(Certification Tests Have Not Yet Been Taken)
(No Certification Tests Were Required)
(Other P/F Test Not Listed--Describe in Section 8.8)
(Other Scored Test Not Listed--Describe in Section 8.8)
Agriculture (015)
Art (036)

We hope this quarter's REAP notes have been helpful for you. We always welcome questions or comments.

Sincerely,

The REAP Team

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