

Clear Administrative Services Credential Program  
**Payment Options and Schedule**

Payment schedule is determined by CPSEL start date

<b>OPTION 1: One (1) payment of \$7,000 via check</b>	<b>PAYMENT SCHEDULE</b>
CPSEL 1 and CPSEL 4	Due: August 15
CPSEL 2 and CPSEL 5	Due: November 15
CPSEL 3 and CPSEL 6	Due: February 15

<b>OPTION 2: One (1) payment of \$7,000 via Paypal (plus \$210.00 service fee)</b>	<b>PAYMENT SCHEDULE</b>
CPSEL 1 and CPSEL 4	Due: August 15
CPSEL 2 and CPSEL 5	Due: November 15
CPSEL 3 and CPSEL 6	Due: February 15

<b>OPTION 3: Two (2) payments of \$3,500</b>	<b>PAYMENT SCHEDULE</b>
CPSEL 1 and CPSEL 4	Payment 1: August 15 (Year 1) Payment 2: August 15 (Year 2)
CPSEL 2 and CPSEL 5	Payment 1: November 15 (Year 1) Payment 2: November 15 (Year 2)
CPSEL 3 and CPSEL 6	Payment 1: February 15 (Year 1) Payment 2: February 15 (Year 2)

<b>OPTION 4: Four (4) payments of \$1,750</b>	<b>PAYMENT SCHEDULE</b>
CPSEL 1 and CPSEL 4	YEAR 1: Payment 1: August 15      Payment 2: February 15 YEAR 2: Payment 3: August 15      Payment 4: February 15
CPSEL 2 and CPSEL 5	YEAR 1: Payment 1: Nov. 15      Payment 2: May 15 YEAR 2: Payment 3: Nov. 15      Payment 4: May 15
CPSEL 3 and CPSEL 6	YEAR 1: Payment 1: February 15      Payment 2: August 15 YEAR 2: Payment 3: February 15      Payment 4: August 15

<b>OPTION 5: District Payment - One (1) payment of \$7,000 or Two (2) payments of \$3,500</b>
Participants may be eligible to have their district/site pay for the cost of the program. It is the obligation of the participant to check with their Human Resources department to see if this is an option. If approved, the district will be invoiced for the amount listed on the CASCP Acceptance Confirmation Form upon acceptance into the program.

<b>OPTION 6: Schools Financial Credit Union Loan</b>
Participants may apply for a \$7,000 loan through Schools Financial Credit Union. All paperwork for the loan must be completed on or before 1 week prior to the Orientation date.

<b>PAYMENT INFORMATION</b>	
Please <b>make checks payable</b> to: Sacramento County Office of Education. Indicate the invoice number & "CASCP" on the memo line.	Please <b>submit payments</b> to: Sacramento County Office of Education, P.O. Box 269003 Sacramento, CA 95826 Attention: Accounts Receivable