

New York State/United University Professions Joint Labor-Management Committees

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MEMORANDUM

January 1, 2024

TO: Campus Presidents
UUP Chapter Presidents
Directors of Human Resources

FROM: Shari Carr, Employee Program Assistant *SC*

SUBJECT: NYS/UUP Joint Labor-Management Committees Announces
2024 – Certification and Licensure Exam Fee Reimbursement Program

The New York State/United University Professions Joint Labor-Management Committees (NYS/UUP JLMC) is pleased to announce the continuation of the Certification and Licensure Exam Fee Reimbursement (CLEFR) Program. Funding for the NYS/UUP JLMC CLEFR Program is provided under Article 21 of the 2022-2026 Agreement between the State and UUP.

The CLEFR Program assists employees with the cost of attaining initial certifications, licenses or designations which are related to their profession or necessary for promotional opportunities and career mobility within the State University of New York (SUNY). Fees to renew certifications, licenses, or designations are **not** reimbursable under this program, however, employees may apply under the Certification and Licensure Reimbursement Program-Renewals (CLRP-Renewals), which is being implemented on January 1, 2024. Information regarding the CLRP-Renewals may be accessed at: oer.ny.gov/nysuupclrp-renewals.

NYS/UUP CLEFR Program Highlights

- Reimbursement is provided for the cost of examinations for first time certification, licensure, or designation of UUP-represented employees.
- Reimbursement is for exams that begin during the period January 1, 2024 to December 31, 2024.
- Maximum reimbursement is \$1,200 for the period January 1, 2024 to December 31, 2024.
- Reimbursement requires submission of a completed application and supporting documentation confirming a passing exam grade and provider eligibility.

Additional information pertaining to the NYS/UUP JLMC CLEFR Program including eligibility and the application process is available in the NYS/UUP JLMC CLEFR Guidelines that can be accessed at: <https://oer.ny.gov/nysuupclefr>.

Attached is a copy of the NYS/UUP JLMC CLEFR Guidelines and a flyer to distribute to UUP-represented employees. If you have any questions regarding this program, please contact NYS/UUP JLMC staff at 518-486-4666 or email at nysuupclefr@oer.ny.gov.

Attachments
CLEFR Guidelines
CLEFR Flyer