DEPARTMENT OF EDUCATION

FOREIGN LANGUAGE ASSISTANT SCHEME 2020/2021

APPLICATION BY SCHOOLS/ETB’s TO RECOUP PAYMENTS TO ASSISTANT OF LIVING ALLOWANCE FOR PERIOD JANUARY, FEBRUARY AND MARCH 2021

IF THIS CLAIM IS NOT RECEIVED IN THIS SECTION BY CLOSE OF BUSINESS ON 24/03/2021 THE CLAIM WILL NOT BE PAID UNTIL MAY 2021

School Name: ___________________________ School Roll No: ___________

School Address: _______________________________________________________

ETB (if appropriate) _____________________________________________________

Details of Assistant

USE A SEPARATE FORM FOR EACH ASSISTANT ASSIGNED TO YOUR SCHOOL/ETB

Name of Assistant: (Block Capitals ONLY) _________________________________

Nationality: __________________________________________________________

Period of living Allowance @ €918 per month from: ___________ to ____________

Total amount being claimed: ____________________________________________

This is to certify that the above named person was in full time attendance online each week during the above period and received the full and correct living allowance. Please tick the months that the assistant was working online with the school:

JAN ☐ FEB ☐ MARCH ☐

In the case of an ETB school, this form must be signed by both the School Principal and the C.E. of the ETB.

Signed: ___________________ Date: ___________ Signed: ___________________ Date: ___________

School Principal. C.E. of ETB- (If ETB school)

Claim to be returned by email to:- teachersna_fla@education.gov.ie

Louis O’Sullivan, Teacher/SNA Terms and Conditions, 
Department of Education, Cornamaddy, Athlone, Co Westmeath N37 X659 
Phone: 090 64 84018

Official Use Only: FMS No. ___________ Amount Approved: ___________