

PACE Vendor Approval Form

Tutoring services may be purchased to support coursework outlined in a PACE Student Learning Plan (SLP). Vendors can provide tutoring (lessons) in a core subject, fine arts, music, physical education, or an approved CTE course. All vendor services must be pre-approved by a PACE contact teacher and PACE principal.

PACE contact teachers retain responsibility for ensuring alignment to applicable state standards, overall course design, and final evaluation of student learning. In accordance with 4 AAC 33.422, contracted tutors may supplement instruction, but do not assume primary responsibility for planning, instruction, or final evaluation (grading) of a student's course.

Reimbursement is limited to approved services provided by Alaska-based vendors and must comply with all PACE program requirements. Reimbursable services must be aligned and documented in the student's SLP. Families are responsible for paying vendors directly and submitting reimbursement requests. Reimbursement is not guaranteed and will be issued only for allowable expenses.

Please print, sign, and return to your PACE Contact Teacher or email completed form to: paceinfo@craigschools.com



Vendor Name:			Vendor Phone:	
Vendor Address:		City	AK	Zip
Business License #:				
Lesson topic	Instructor Name	Lesson Goals (may attach document as necessary)	Est Hrs per wk	Resources Used
Vendor Signature:		Date:	Approved / Denied (reason)	
		Principal Signature/Date		

Craig Learning Center
100 School Road
P.O. Box 800
Craig, AK 99921
(866) 864-5491; option 2

Anchorage Learning Center
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