

## THIRD-PARTY PAYER FUNDING FAQs FOR CANDIDATES

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### What is a Third-Party Payer?

Some states, districts, and organizations provide monetary support to candidates undergoing the National Board certification process. Those organizations who submit payment directly to the National Board are called Third-Party Payers.

### How do I apply for Third-Party Payer Funding?

There are some state and/or local funds available to cover the cost of component fees. Before you register, contact your state or local program administrator for information about fees and incentives available [in your state](#), as well as for any special application requirements that may apply.

### When and how will Third-Party Payer funding be posted to my account?

Your Third-Party Payer will allocate funding for the 2025-26 cycle directly to your National Board account no later than February 20, 2026. The funding will be component-specific, so it's important you communicate your desired purchases to your Third-Party Payer well in advance of that date. When funding is available, you will receive an email confirmation.

### What is the designation deadline and why is it important?

The designation deadline is the last day Third-Party Payers can add new funding or make changes to existing funding in a candidate's account. If your Third Party-Payer has not provided funding for the components you plan to purchase by that date, you will be required to pay your component fees out of pocket. **The designation deadline for the 2025-26 cycle is February 20, 2026.**

### How can I see what Third-Party Payer funding is available to me?

You can view your available funding in your National Board account by selecting *Partner Portal* from the left-hand navigation menu. **The Available Funding section will only be visible if there are funds available for you to use.** If you do not see this section, your Third-Party Payer has not allocated funding to your account. Note: Third-Party Payers have until February 20, 2026, to designate funding to your account. The funding will be component-specific, so it's important you communicate your desired purchases to your Third-Party Payer well in advance. If funding is not available by that date, you will have to pay the component fees out of pocket. **You should check with your Third-Party Payer to see when they will be funding a particular component.** When funding is available, you will receive an email confirmation.

Available Third Party Funds		
Component	Third Party Funder	Funds Available
Component 1	Miami Dade County Public Schools	\$200.00
Component 4	Miami Dade County Public Schools	\$475.00
Maintenance Of Certification	Miami Dade County Public Schools	\$475.00
<a href="#">Return to your dashboard to purchase these components</a>		

### **Where and when can I sign up for a component using Third-Party Payer funding?**

You will purchase components directly from your National Board account. If you do not have a National Board account, you can [create one now](#). Note: If you are a returning candidate, log into your existing account to complete your purchases – **do not** create a new account.

### **Are there any prerequisites to purchasing a component with third-party payer funds?**

Yes.

1. Pay the \$75 registration fee.
2. Select “Yes” to the Third-Party Release question (located in “Profile”).
3. Payment from the organization providing your third-party payer funds must be received and processed.
4. Your Third-Party Payer must designate funds for your component by February 20, 2026.

### **How do I purchase a component using third-party payer funds?**

See [here](#) for a walkthrough on purchasing a component using third-party payer funds.

You may also watch our video walkthroughs [here](#).

### **I have Third-Party Payer funding on my account, but I can't use it for the component I wish to complete. Why is that?**

Third-Party Payers designate which components they will fund and any changes to the designations must come directly from them. In addition to being component-specific, funding is attempt specific, meaning funding for an initial component cannot be used to purchase a retake. Funding must be labeled as "retake" to be used to purchase a retake. Please reach out to your Third-Party Payer and ask them to make the changes before the designation deadline of February 20, 2026. Note: Third-Party Payers cannot make any changes after the designation deadline. If you want to make a change to your third-party funded component selections after the designation deadline, you will be required to pay the component fees out of pocket.

### **I'm expecting third-party payer funding. How can I proceed with purchasing my component if the funding isn't posted to my account yet?**

You have the option to indicate you are expecting funding for each selected component on your National Board account during the checkout process. Candidates who utilize this option will have the components automatically purchased for them when a Third-Party Payer designates funding to their account. Note: Selecting the “expecting funding” option is not a guarantee you will receive funding. If you have not received funding by the funding designation deadline of February 20, 2026, you will need to pay the component fees out of pocket.

Component Selected : ELA-AYA Component 2

Component Price	\$475.00
Amount Due	\$475.00

☒ I am expecting funding for ELA-AYA Component 2

Submit

### Can I choose *not* to apply Third-Party Payer funding to my component purchase?

Yes. Please contact your Third-Party Payer before completing your purchase if you do not want to use the Third-Party Payer funds available to you so that they can remove them from your account. You will not be able to complete your purchase until this process is complete.

### What happens if I receive Third-Party Payer funding after I have paid out of pocket?

If Third-Party Payer funds are received after you complete your purchase and prior to the registration deadline for the current cycle, we will automatically apply them to your purchase and refund you the difference. No action is needed from you. Note: Refunds take 6 weeks to process, and funding cannot be applied as an overpayment to a purchase made in a previous cycle.

### What happens if I only receive partial funding – will I still be able to checkout?

Yes, if you receive funding from a Third-Party Payer that is less than the full amount of the component, you will need to utilize the Third-Party Payer funding and pay the remaining balance using a credit card in a *single* transaction. You **cannot** submit a partial payment or use the payment plan option in conjunction with partial Third-Party Payer funding.

### Where can I access my payment history and details?

You can access your purchase history and receipts from your National Board account by clicking Payment Portal from the left-hand menu. Purchases are categorized into the following tabs:

- **Registration History:** Displays registration fee purchases completed after May 22, 2022.
- **Purchase Details:** Shows component purchases made after May 22, 2022, and services purchased after December 7, 2024. Does not include receipts for payments made toward the registration fee.
- **Historical Transactions:** Provides transaction details for component/MOC non-payment plan purchases, registrations, and refunds completed prior to May 22, 2022. Includes all services purchased prior to December 7, 2024.

My Journey						
Dates and Deadlines	Registration History	Certification Progress	Certificate Area Management	Purchase Details	Historical Transactions	Services

**If I choose to withdraw from the certification process, will I receive a refund of payments that I made?**

If you withdraw by the withdrawal deadline, you will be eligible for a refund of any component fees paid and any Third-Party Payer funding received will be refunded to that organization. The registration fee and service charges are nonrefundable. Withdrawals completed after the withdrawal deadline are not eligible for a refund. **Review all important dates and deadlines [here](#).**