



Approve Request for Additional Relief Teacher Funding

Follow the steps in the table below to approve and submit a request to the Ministry for Additional Relief Teacher Funding using the Education Resourcing System (ERS).

Step	Action						
1	Click View All Requests .						
2	Click on the request ID of the request that is 'Pending Acceptance'.						
3	Review the information in the request. <table border="1" data-bbox="252 786 1219 1088"> <thead> <tr> <th>If the information is...</th> <th>then...</th> </tr> </thead> <tbody> <tr> <td>true and correct</td> <td>click Agree and Submit Request.</td> </tr> <tr> <td>not true and correct</td> <td>click Cancel and Delete Request. Note: this will delete the request and a new one will need to be created.</td> </tr> </tbody> </table>	If the information is...	then...	true and correct	click Agree and Submit Request .	not true and correct	click Cancel and Delete Request . Note: this will delete the request and a new one will need to be created.
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