

APPLICATION FOR REIMBURSEMENT FOR PROFESSIONAL GRADUATE COURSE
(Forward to the Personnel Department **PRIOR** to the start of class)

Date of Application _____ Date Received at Personnel Dept. _____

Name _____ Address _____

Telephone # _____ Teaching Assignment _____

Name of College _____

Course # _____ Title _____ Credits _____

Dates of Course _____ Cost _____

Course # _____ Title _____ Credits _____

Dates of Course _____ Cost _____

Course # _____ Title _____ Credits _____

Dates of Course _____ Cost _____

Course # _____ Title _____ Credits _____

Dates of Course _____ Cost _____

Official transcripts or a grade report are to be forwarded to the **Personnel Department** before payment will be approved.
The actual cost of these courses per credit must be included on this card.

Superintendent: _____ Approved _____ Disapproved _____

Board Date Approved: _____