

**FOREST AREA SCHOOL DISTRICT  
APPLICATION FOR REIMBURSEMENT ON ACCOUNT OF TUITION  
CHARGES  
20\_\_-20\_\_  
PREPARE IN DUPLICATE**

Teacher's Name \_\_\_\_\_

Address \_\_\_\_\_

Institution attended \_\_\_\_\_

Dates attended \_\_\_\_\_

<u>Course</u>	<u>Credits Received</u>	<u>Tuition Paid*</u> (tuition only - Do not include fees)
_____	_____	_____
_____	_____	_____
_____	_____	_____

50% Advance Received \_\_\_\_\_

AMOUNT OF REIMBURSEMENT REQUESTED \_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Teacher

**Attach tuition statement and transcript or grade report.**

Reimbursement in the amount of \$ \_\_\_\_\_ approved:

Level I Certificates (please mark applicable credits):

\_\_\_\_ CREDITS 1-6 (50% tuition cost reimbursement)

\_\_\_\_ CREDITS 7-15 (60% tuition cost reimbursement)

\_\_\_\_ CREDITS 16-24 (75% tuition cost reimbursement)

Amount Approved: \_\_\_\_\_

\_\_\_\_\_  
Superintendent's Signature

Date \_\_\_\_\_

(Revised 8/30/2011)