

Application for Reimbursement of College Courses

(One application for each course)

Van Buren Local School

Name _____ Soc. Sec. # _____ - _____ - _____

Date _____ College or University _____

College Course (Name and Number) _____

Term _____ Semester Hours _____ Quarter Hours _____

Guidelines

- 1) This course must place emphasis upon the teaching field or a related teaching field.
- 2) A transcript of these additional credits must be filed with the superintendent.
- 3) Reimbursement will be made in October for the work completed the previous year provided the member returns to teach in the Van Buren School District.
- 4) This course work must be from an accredited college or university.
- 5) If all or part of this course will be paid for by outside funding sources--i.e., grants, scholarships, or fee waivers, the member will only be eligible for reimbursement by the Board for those amounts not being paid for by outside funding sources.

Approved _____ Date _____