



DuPage High School Dist 88

REQUEST FOR TUITION REIMBURSEMENT

Any course that is being submitted for tuition reimbursement MUST have the following paperwork submitted with this form. No forms for reimbursement will be accepted without the following:

- ✓ A copy of pre-approval form from Professional Growth Committee for course/program.
✓ Copy of bill/payment receipt reflecting tuition cost. (Books and/or supplies are NOT eligible for reimbursement).
✓ Sealed original transcript from the college/university reflecting a grade of "A" or "B".

NAME (please print): DATE:

SCHOOL:

I am seeking reimbursement for the following course (s):

(Please fill in course information, as it will appear on your transcript.)

Course #

Course Name

College or University

Term:

Sem/Qtr Hours

If additional courses are being submitted from the same college or university: (If from a different college/university, please submit an additional form.)

Course # Course Name Sem Hrs/Qtr Hours

Course # Course Name Sem Hrs/Qtr Hours

AMOUNT OF TUITION:

AMOUNT OF OUTREACH/ DELIVERY FEE (if applicable):

AMOUNT OF REIMBURSEMENT REQUESTED:

Signature:



FOR OFFICE USE ONLY

DATE PAID:

CHECK #: