

PATERSON PUBLIC SCHOOLS
Professional Development
TUITION REIMBURSEMENT VOUCHER

All tuition reimbursement vouchers must be accompanied by a legible record of a passing grade (B or Better) and a receipt indicating amount of tuition paid in full. Both Items must show the applicants Name and Name of College or University. Items downloaded from the Internet must show the URL indicating the Name of College or University.

SOC. SEC. No.: ____ / ____ / ____

BARGAINING UNIT: (Please circle one) PPA, PAA, PEA, PEA Sec., IA, CONF. Sec, NON-Bargaining

EMPLOYEE NAME: _____ SCHOOL/DEPT.: _____

HOME ADDRESS: _____

THE SUM OF \$ **Please leave blank** _____
(Contingent upon availability of funds)

1ST COURSE TAKEN: _____ DURING: _____

2ND COURSE TAKEN: _____ DURING: _____

3RD COURSE TAKEN: _____ DURING: _____
(Number & Title) (Term Year)

UNDERGRADUATE CREDITS EARNED: _____ AT _____
(Credit Hours) (College/University)

GRADUATE CREDITS EARNED: _____ AT _____
(Credit Hours) (College/University)

ARE YOU CURRENTLY ON ANY TYPE OF LEAVE, IF SO, GIVE DATES AND WHEN YOU ARE RETURNING:

REQUEST SUBMITTED BY: _____
(Employee Signature) (Date)

PAYMENT APPROVAL: _____
(Signature) (Date)

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FOR OFFICE USE ONLY

PAYMENT RECORD:
CHECK NUMBER: _____ DATE: _____ ACCT No.: _____