

Freetown-Lakeville Regional School District Tuition/Reimbursement Form

- Use Separate Form For Each Request
- Original Is Blue-No Other Form Need be Completed
- NO REIMBURSEMENT MADE WITHOUT SIGNATURES and/or P.O. ENCUMBRANCE PRIOR TO ATTENDANCE

General Information

Date Of Requisition: _____
Name: _____ School: _____
Title Of Activity: _____
Program Sponsor: _____ Location: _____
Date Of Activity: _____
Description Of Course:(please attach) _____

Current Level: _____
Degree Program: YES _____ NO _____

Amount

Full Tuition	_____
Half Tuition Reimbursement (Per Contract)	_____
Fees:	_____
Travel:	_____
Other(Specify):	_____
Total:	_____

For Reimbursement Forward The Following To Director Of Curriculum:

1. Course Description
2. Cost Of Tuition/Course

***Upon Completion You Will Need To Send Proof Of Payment(cancelled check, or printed statement from your bank/credit card account with your name) and Grade or Certificate From The Course In Order To Be Reimbursed.**

Director of Curriculum _____	Date: _____
Principal: _____	Date: _____
Superintendent: _____	Date: _____
APPROVED: YES _____	NO _____

Signature Required To Verify Funds And Authorize Payment First.

