

## TUITION REIMBURSEMENT REQUEST

		Date		
Employee Name		Position		
Institution	Cou	se of Study		_
Course Number	_Course Name			
Semester Hrs	_Cost/Semester Hr.	7	otal Cost	_
Course Beginning Date	Cou	se Ending Date_		
Course Description				
APPROVAL:				
Authorized Employer Represe		Yes	No	
Addition200 Employer Represe	mauvo			
Note: The calendar year/lifetime applied retroactively.	caps for tuition reiml	oursement is effec	rive January 1, 2009 and is n	10†
The maximum allowable tuition rei \$5,000 lifetime maximum reimbur		per employee is \$2	2,000 per calendar year with	ια
Forms\Tuition Reimbursement SEC Revised: 9/09				