

Nantucket Public Schools Request for Graduate Course Reimbursement

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| Name: | School: | Date of Request: |
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| Name of Course | College/University | Dates of Attendance | Course Location | Credits |
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*Upon immediate completion of the course, return this form in its entirety with the required documentation listed below, along with necessary signatures.
Spring reimbursements must be in prior to the end of the school year.

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| The following will be necessary for Graduate Course Reimbursement: | <ul style="list-style-type: none"> A copy of class registration, including tuition cost. |
| | <ul style="list-style-type: none"> A copy of the <u>cancelled</u> check or credit card statement, showing payment of tuition. |
| | <ul style="list-style-type: none"> A copy of the university final grade on an official transcript. |

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| Applicant Signature: | Date: | Amount Requested: |
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| Building Principal Signature: | Date: | Amount Approved: |
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| Curriculum Director Signature: | Date: | Amount Approved: |
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| Superintendent Signature: | Date: | Amount Approved: |
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