

CLIFTON CLYDE USD #224
616 N High St., Suite #2
Clyde, KS 66938

TUITION INCENTIVE PROGRAM

The district shall reimburse up to two hundred dollars (\$200) per hour of the tuition for up to nine (9) semester hours per school year for each teacher to attend a college of his/her choice, provided that the total annual combined reimbursement for all teachers does not exceed five thousand dollars (\$5,000) and the regulations below are followed.

- A. All hours taken must relate to the original certification, a masters, specialist or doctorate degree in education.
- B. All hours taken must be approved in advance by the superintendent or a program approved by the superintendent.
- C. All hours taken must receive a final grade of "A" or "B", unless a "pass/fail" option is approved in advance by the superintendent.
- D. In the event the total combined reimbursement for all teachers exceeds \$5,000, the actual reimbursement will be pro-rated on a per hour basis so that the total does not exceed \$5,000.

I request approval for _____ hours offered by _____ College/University. The name of the class is _____. Course number is _____. Date course is offered _____. Hours will relate to the original certification _____, a masters degree _____, specialist _____, or doctorate degree _____.

Employee name _____

School _____

Employee Social Security # _____

Address _____

_____ Approved _____ Disapproved

_____ Cost to teacher (attach copy of receipt or canceled check)

Reason if disapproved:

•Must be received in the district office by June 1 to be paid in the current year.

Superintendent