

**BARNESVILLE EXEMPTED VILLAGE SCHOOL DISTRICT
TUITION REIMBURSEMENT REQUEST**

NAME _____

DATE _____

PLEASE NOTE:

1. No more than 12 semester hours may be reimbursed
2. A minimum grade of a B is required for reimbursement
3. Class must be completed by July 1, 2017 and June 30, 2018 to receive reimbursement for this year
4. Only the tuition cost will be reimbursed, not books, miscellaneous fees, etc.
5. A copy of the course cost per hour and/or overall course cost must be included
6. A copy of the course transcript or grade card must be included for grade verification

COURSE CODE	COURSE TITLE	DATE COMPLETED	SEMESTER HOURS	QUARTER HOURS	COST PER HOUR	TOTAL COST

Signature _____

Please submit the Tuition Reimbursement Request form with all supporting documentation no later than September 21, 2018. Checks will be mailed on or before September 30, 2018.