

Eastland School District 308

MASTERS PROGRAM REQUEST FORM

Teacher's Name

Date

College or University

Name/Type of Program

Brief description of how Masters program will help you in the future.

Please attach the course listing and descriptions from the College/University website.

Reimbursement will be made after the class is completed with a B or above grade (or Pass if applicable), at the current per credit hour as noted in the Teacher Contract **(3.8, Professional Reimbursement)**. To be reimbursed, the course must be included on the attached masters list or pre-approved by the Superintendent, the Additional Training Request Form should be completed and turned in along with proof of tuition cost (excluding any fees such as technology fee), and Official Transcripts need to be received by the District Office.

Teacher's Signature

Superintendent's Signature

Approval Date