



Monroe Public Schools

1275 N. Macomb St., Monroe, MI 48162 · (734) 265.3020

TEACHER TUITION REIMBURSEMENT

Article 7(I) (4): "Members who have satisfactorily completed a master's degree or are enrolled in an accredited master's degree program are eligible for tuition reimbursement up to \$400.00 per course. To be eligible for reimbursement, the course must be in an area related to instruction and must be designed to improve the quality of instruction or instructional leadership appropriate for Monroe Public Schools. The member must obtain school district approval prior to registering for the course. The District shall not be obligated to pay more than \$44,800 per school year for graduate coursework. The Member must provide proof of payment and successful course completion to obtain reimbursement; such reimbursement will be made in July following the fiscal year. In the event that requests for reimbursement exceed the allocation for the fiscal year, the amount per course will be pro-rated accordingly."

Teacher Name: _____

Building: _____ Assignment/Grade/Subject: _____

Course(s) registering for:

1. _____
2. _____
3. _____
4. _____

Name of Accredited College or University: _____

Anticipated Date of Course Completion: _____

I understand all the conditions above and agree to the provisions therein.

Signature: _____

Date: _____

*Completed form, final course grades, and proof of payment should be emailed to Jill Synowiec at synowiec@monroe.k12.mi.us.