

Monroe Township Public Schools
Pre-Registration for Educational Assistance Benefit Determination Form
Pre-Approval is required by the Superintendent of Schools

JUN - 3 2014

Name: Kevin Higgins Signature: [Signature]

Date: 12/18/13

14-6483

Current School/Grade/Subject/Assignment: MTHS Asst. Principal

Name of College or University: Rowan University

Courses (course numbers must be listed):

Graduate	Undergraduate *	Title of Course(s)	Date(s) of Courses	Credits
# EDST 24.795	#	Dissertation Research	1/2014 - 5/2014	6
#	#			
#	#			

*Only eligible non-certificated staff members may take undergra

☐ yes ☒ no Is this course(s) needed to maintain prese
☒ yes ☐ no Is this course(s) being taken at an accredit
☒ yes ☐ no Is the course(s) a graduate level course?
☒ yes ☐ no Does the coursework count toward the tea

6 @ 648.00
 3888 -
 pay only
 \$3500

A/p pays
 \$3500 -

APPROVED

☒ Yes, provided you haven't reached the maximum yearly allowance
☐ No.

[Signature: Kenneth P. Hamilton]
 Signature of Superintendent or Superintendent's Designee

12/20/13
 Date

REQUEST FOR EDUCATIONAL REIMBURSEMENT

Please return the approved original requires, with official college transcripts and proof of payment.

Course	#1	#2	#3	Total
Tuition	\$ 24795	\$	\$	\$ 3500.00
Grade Received	P			
			Grand Total	\$ 3500.00

[Signature: J. Cy]
 Signature of Administrator

5/30/14
 Date

[Signature: Kenneth P. Hamilton]
 Superintendent Approval & Date

6/2/14
 Date

☐ Transcripts Reviewed
☐ Courses Verified
 Signature _____

TUITION REIMBURSEMENT
 POSTED 6-6-14
 A/P PAYS \$ 3500 -
 PAYROLL PAYS \$
 Original in Payroll - Copy in A/P