

[PINK FORM]

Harney County School District #3
TUITION REIMBURSEMENT REQUEST - **CERTIFIED**
REQUEST FOR COURSEWORK APPROVAL FOR WHICH TUITION REIMBURSEMENT WILL BE EXPECTED
PRIOR APPROVAL IS REQUIRED

NAME: _____ TEACHING ASSIGNMENT _____ MAJOR _____ DATE _____

**COLLECTIVE BARGAINING AGREEMENT
ARTICLE 14, PROFESSIONAL DEVELOPMENT**

INSTITUTION _____ DATE OF ATTENDANCE _____

COURSE TITLE (Prior Approval is Required)	CREDIT HOURS		REIMBURSEMENT APPROVED		APPLIES TO MOVEMENT	
	Semester	Quarter	Yes	No	Yes	No
1.						
2.						
3.						
4.						

Teacher's Signature

Date

Building Principal's Recommendation

Date

Superintendent's Approval

Date

SALARY SCHEDULE ADVANCEMENT

ARTICLE 13

COMPENSATION

A. PROFESSIONAL COMPENSATION

When a teacher desires to be advanced across the salary schedule, an *official transcript (sealed in an envelope from the college or university)* must be filed in the District Office on or before October 15 of the school year in which the advancement on the salary schedule is to become effective. The credits must have been earned by August 31 of the contracted year and approved in advance by District Administration.

Updated: 8/12/2019