



Dracut Public Schools  
**Tuition Reimbursement Form**  
Office of Curriculum, Instruction and Assessment  
(This form is for Tuition Reimbursement only)

**DIRECTIONS:** Teachers are able to seek up to \$100 reimbursement per calendar year for a graduate credit course on a first come first serve basis with completed and approved Tuition Reimbursement Form. When applying for course reimbursement, please provide a copy of the Graduate Credit Approval Form with a course description attached. When the course/workshop is complete please provide proof of payment and the grade report and send completed forms to the Office of Curriculum, Instruction and Assessment.

Name \_\_\_\_\_ School \_\_\_\_\_

Title of Graduate Course/Workshop \_\_\_\_\_

Location of Course \_\_\_\_\_ Date of Course \_\_\_\_\_

Cost of Course \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

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 Approved     Not Approved Reason \_\_\_\_\_

School Principal \_\_\_\_\_ Date \_\_\_\_\_

Approved     Not Approved Reason \_\_\_\_\_

Director of Curriculum \_\_\_\_\_ Date \_\_\_\_\_

Or Director of Student Services \_\_\_\_\_ Date \_\_\_\_\_

Approved     Not Approved Reason \_\_\_\_\_

Superintendent of Schools \_\_\_\_\_ Date \_\_\_\_\_

**For Office Use Only**

To

From

Date

Req #