



Town of Westerly Tuition Reimbursement Service Agreement

This agreement is made between the Town of Westerly (the "Town") and
_____ (the "Employee")

Print Full Name

Employee Agreement

In accordance with the terms and conditions of the Town of Westerly's Tuition Reimbursement Program, the employee agrees to repay the Town in the event of separation of service or termination of employment for any reason prior to completion of the two-year service agreement, which begins on the date of the reimbursement. If an employee has completed at least one year of the service agreement the employee will reimburse the Town 50% of the amount of the reimbursement.

If a separation of service or termination of employment occurs (voluntary or involuntary) and a repayment amount is owed by the employee, and the employee does not otherwise pay the amount, the employee agrees to have the repayment amount deducted from the employee's paychecks that are issued after the termination decision occurs.

The employee also agrees in the case of termination, that if the final check deduction does not cover the full amount owed to the Town, the Town may, at its discretion, proceed with collection activities.

Signatures

Employee Signature

Date