



Town of Westerly

Tuition Reimbursement Program Application

I. Employee Information

Full Name		Title	
Employee #		Department	

II. School / Program Attending Information

School Name:	
School Website:	

III. Course Information

Begin Date:	
End Date:	
Type of Course: In-Class or On-Line:	
Toward Degree of: A, B, M, D, V*	

*A – Associates, B – Bachelors, M – Masters, D – Doctorate, V – Vocational

IV. Class Information

Course Name	Course #	Credit Hours	Tuition / Fee Costs

V. Justification

Please explain why the course(s) listed above are applicable to advancement within the Town.

VI. Tuition

Tuition Reimbursement Applied For:	
Less Financial Aid:	
Total Reimbursement Requested:	
Have Your Previously Received Tuition Reimbursement: Yes or No:	

VII. Signatures

Employee Signature

Date