

IONIA COUNTY INTERMEDIATE SCHOOL DISTRICT
2191 Harwood Road
Ionia, Michigan 48846

UNIVERSITY CREDIT APPROVAL FORM

Employee _____ Date Submitted _____

University _____ Major Field _____

Degree Sought _____ Curriculum _____

Advisor _____ Department _____

Course Name & Number _____

Semester Hours _____ Expected Term for Enrollment _____

University Offering Course, if different from above _____

Approval to Take Course _____ Date _____

Date Course Completed _____ Transcript Rec'd _____

Approval for Reimbursement _____ Date _____

IISPA: Article 27, Section 5 Payment of up to \$70.00 per semester of credit earned will be reimbursed to non-probationary employees if such hours are related to the employee's job (limit to six semester hours per year). The course grade must be a "C" or better to be eligible for District reimbursement. Employees wishing to apply for said payment must have their supervisor's prior approval.

MEA Article 23, Section 11: Payment of \$70.00 per semester hour of credit earned will be reimbursed if such hours are toward an advanced degree or have been earned in the field of the employee's major preparation. Employees wishing to apply for said payment must have their department supervisor's prior approval.