



## Richmond Public Schools

### 2019-2020 TUITION ASSISTANCE GRANT APPLICATION

Submit this application, proof of payment and final grade to: [cfredri@rvaschools.net](mailto:cfredri@rvaschools.net)

**APPLICANTS: READ THE FOLLOWING VERY CAREFULLY!**

- **Incomplete applications will be returned to the applicant.**
- **Copies of registration for coursework showing amounts paid to the University Registrar and an unofficial transcript with final passing grade; "C" for undergraduate coursework, "B" for graduate coursework**
- **Assistance is limited up to \$1300 per fiscal year as funds are available (i.e., July 1-June 30, 2019).**
- **Assistance is available for provisionally licensed teachers seeking certification for licensure**
- **Assistance is also being offered for endorsement in the following high needs areas:**

1. Math                      2. Science                      3. ESL                      4. SPED

**Please complete the following:**

Name \_\_\_\_\_ Employee I.D. Number \_\_\_\_\_

School \_\_\_\_\_

Cell Phone \_\_\_\_ - \_\_\_\_ - \_\_\_\_                      RPS Email \_\_\_\_\_

**Type of Current Teaching License (circle one)    Professional    Provisional    Prov. w/ Ext.**

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

Course Number	Course Title	Course Start – End Dates MM/DD/YY	Type of Credit (choose one)	Credit Hours	Institution	Tuition*
			Undergraduate Graduate			
			Undergraduate Graduate			

\*Tuition ONLY – Do not include registration fees, special course fees, book or materials costs, travel costs, etc.

**Principal/Supervisor's Certification:** I certify that the course(s) listed above align with one of the high needs areas/ provisional licensure above and support the applicant's Professional Learning Plan.

Principal/Supervisor's Signature \_\_\_\_\_ Position \_\_\_\_\_ Date \_\_\_\_\_

**OFFICE USE ONLY**

Course(s) Approved \$ \_\_\_\_\_ Course(s) Denied Reason for Denial \_\_\_\_\_

Program Manager's Signature \_\_\_\_\_ Date \_\_\_\_\_

\* Please note that tuition reimbursement is contingent upon the availability of funds and is issued on a first-come, first-serve basis. Reimbursement will not be rendered until the completion of all required paperwork is processed by the Grants Department.

\*\* Candidates must maintain a passing grade of "C" for undergraduate coursework; "B" for graduate coursework to be considered for reimbursement.