

UNIQUE NEED TUITION REIMBURSEMENT FORM

Please complete this form for requests for tuition beyond the WCEA entitlement as specified in the negotiated contract between the Warren County Education Association and Warren County School District: "Reimbursement will be made for courses taken to meet a new or unique need of the District as determined by the Personnel Committee of the Board." - WCEA and WCSD Negotiations Agreement

Name: Kimberly Yurchuk Date: 7/26/07

Assignment/Grade Level: Special Ed Supervisor

School: C.O Years Service in Warren County School District as Teacher: 7 as teacher
4 as supervisor

Please describe the unique need of the Warren County School District that would be met by this request:

Obtaining my Principal Certification will allow me to
fulfill more administrative duties during the school day.
Time not be limited to Special Education

Certification/Degree that will be earned: Principal Certification

College/University: Hannon University

* Advisor/Dean's Signature: Patricia Kingston Telephone Number: (914) 871-5626

List all courses for which tuition reimbursement is being requested:

	Course	Course Number	No. of Credits	Date of Course	Cost of Tuition
1	Advanced Supervision		3	E	1365.00
2	Supervision of Dist	720	3	F	1365.00
3	Instructional leader	721	3	F	1365.00
4	Advanced Finance	722	3	S	1365.00
5	Legal Aspects	723	3	S	1365.00
6	Computer Applications	724	3	Sum	1365.00
7	Statistics	725 726 727	3	FIS	1365.00
8	Instruction	728	3	S/Sum	1365.00

Date that Certification/Degree will be awarded: Summer 08 \$ 1365.00

I have read the above information and agree that it is correct:

* University Advisor's Signature: Patricia Kingston Date: 7-26-07

Advisor's Telephone Number: (914) 871-5626

I agree to all the conditions of tuition reimbursement as stated in the WCEA /Board Agreement or Act 93 /Board Agreement and understand that I have no entitlement to a position transfer by completion of these courses.

Requestor's Signature: Kimberly Yurchuk Date: 7/26/07

I have reviewed the above information for unique need tuition reimbursement. As the requestor's supervisor, I recognize this request as meeting a unique need of the Warren County School District and approve the requestor's participation in this program by my signature below.

Supervisor's Signature:

Rosemarie K. Green

Date: 7-26-07

As superintendent of the Warren County School District, I recognize this request as meeting a unique need of the Warren County School District and approve the request for tuition reimbursement and the requestor's participation in this program by my signature below.

Superintendent's Signature:

Sylvia A Root

Date: 7/26/07

WARREN COUNTY SCHOOL DISTRICT
PROJECTED CERTIFICATION NEEDS

Foreign Languages

Spanish
French
German

Science

Physics
Chemistry

School Administration

Reading Specialist

Special Education

Autism
Physically Handicapped
Emotional Support
Life Skills

Consumer Science

Technology Education

School Counselor

Educational Technology Integration

Librarian

Additions to Special Education Certificates

Mathematics
Social Studies
Science

Middle Level Certificates

Masters Degrees in the Content Area

Advanced Placement Course Training

GANNON

UNIVERSITY

Office of Graduate Admissions
109 University Square
Erie, Pennsylvania 16541-0001
(814) 871.7474 • fax (814) 871.5827
www.gannon.edu

June 28, 2007

Kimberly M. Yourchisin
8 Hinkle Street
Warren, PA 16365

Dear Kimberly:

The Graduate Admissions Committee has reviewed your application for admission to Gannon University. We are pleased to inform you of your acceptance to the Principal Certification cohort in Warren for the Fall 2007 semester.

The start-up of the Warren Principal Certification cohort for the Fall 2007 semester is contingent upon sufficient enrollment. Students in the Principal Certification cohort program must take all courses with the cohort in order to be guaranteed the required courses.

We have enclosed a fact sheet for the program, which includes the course descriptions. In addition, we have enclosed an individualized Program of Study. We encourage you to direct questions relating to your program requirements, scheduling and degree plan to your Academic Advisor, Dr. Kathleen M. Kingston. Dr. Kingston may be reached by telephone at (814) 871-5626 or by directing e-mail to kingston002@gannon.edu.

In order to secure your space in the program, please submit a \$100.00 enrollment deposit as soon as possible. The deposit will be applied to your first semester tuition bill. The deposit is non-refundable unless the program does not begin. We will forward your registration confirmation and tuition bill as we approach the start-up of the program and confirm the necessary enrollment. Tuition for the cohort is \$455 per credit for programs starting in the 2007-2008 academic year and will remain at this rate through the conclusion of the last semester it is scheduled to meet as a cohort. The program will be limited to 24 students. Spaces in the program will be awarded based on the date we receive your deposit. Once the program is full, we will begin a waiting list.

All questions regarding the enrollment process should be directed to the staff of the Office of Graduate Studies, in the Center for Adult Learning. You may contact them by telephoning 1-800-GANNON-U (select option #3 on each of the voice mail menus) or you may call (814) 871-7474.

On behalf of all of us at Gannon University---congratulations on your acceptance.

Sincerely,



Richard E. Sukitsch
Dean of Enrollment Services

CC: Dr. Kingston
Enc.

GANNON

UNIVERSITY

Program of Study: K - 12 Principal Certification

Name: **Kimberly Yourchisin**

Certificate: **BS/Educ**

Master's Degree: **MS**

Number of years of certificated experience: **11yrs.**

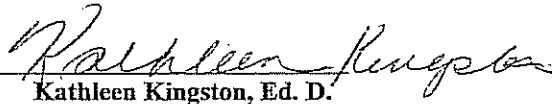
AREA	EVIDENCE OF COMPETENCY
▪ Research Techniques	3 sem. hours OK
▪ Curriculum Component	3 sem. hours Need
▪ Administrative Core	18- 21 sem. hours
GEDU720 Supervision and Evaluation of Instruction+	Need
GEDU721 The Principal as Instructional Leader	Need
GEDU722 School Financial Management+	Need
GEDU723 Legal Aspects of Educational Administration+	Need
GEDU724 Computer Applications for Administration	Need
GEDU725 Principal Practicum I (1 credit)	Need
GEDU726 Principal Practicum II (1 credit)	Need
GEDU727 Principal Practicum III (1 credit)	Need
GEDU728 Principal Internship (3 credits) (Program Director permission required)	Need
GEDU729 Independent Study in Educational Leadership-Prin. (1-3) (Program Director permission required)	NA
Total Credits Needed for K - 12 Certification	24

Comments: Students will need five years of experience working under a certificate in order to be recommended for certification. Students must meet standards that are in effect at the time of admission and certification.

+Requires Practicum component

NOTE: Master's Degree is required for entrance into Certification Stage of Program. Successful program completion is having a 3.0 on a 4.0 scale.

7-2-07
Date


Kathleen Kingston, Ed. D.
Director of Graduate Education Programs
Associate Director of the School of Education