

Warren County School District
Office of Human Resources
Act 93 Administrator
*******Course Approval Form*******

This form must be completed and sent to the Human Resource Office prior to taking a class. All course approval will abide by the Administrator Evaluation and Compensation Plan. Reimbursement of tuition costs shall be paid for approved courses per the terms under Section L. Tuition Reimbursement of the Act 93 Agreement.

Once you have completed a class, an official grade report and an itemized tuition bill must be submitted along with this form and a copy of your course approval letter to the Human Resource Office before your reimbursement can be processed.

Course Name	Credits	Tuition Costs	Institution	Start Date	Length of Term
GOLL 802 – Adv. Leadership Theory & Skills	3	\$2,265.00	Gannon University	January 2010	One Semester
GOLL 804 – Understanding Organizations as Learning Systems	3	\$2,265.00	Gannon University	January 2010	One Semester
GOLL 803 – Case Analysis of a Learning Group	3	\$2,265.00	Gannon University	Summer 2010	One Semester

By your signature below, you are acknowledging that you are aware of the above provisions and agree to their implementation:

Patricia Hawley-Horner 10-6-2009 _____
Signature Date

Please return to:

Human Resource Office
Warren County School District
185 Hospital Drive
Warren, PA 16365
Fax: (814) 723-8403

103 Redwood Street,
Address Warren PA 16365
City, State, Zip

Warren Area High School
Assigned Building

Secondary Principal
Assignment/Title

May 11, 2009
Date of Request

Central Office Approval

Date

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