

**HERMITAGE SCHOOL DISTRICT  
BUDGET REQUEST FORM  
TUITION REIMBURSEMENT – BUDGET OBJECT CODE 240**

**Requester:** \_\_\_\_\_

**Building:** \_\_\_\_\_

**Grade or Subject:** \_\_\_\_\_

**Budget Function Code:** \_\_\_\_\_  
(See Below)

**NOTE: Actual reimbursement will be predicated upon course approval and completion as reflected in applicable HEA or Act 93 Contracts**

Institution, College, University, Etc.	Credits	Course Description	Cost per Credit	Total Cost
<b>TOTAL</b>				

**Preliminary Administrative Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Final Administrative Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Budget Function Codes:**

- |                         |                          |                             |                                     |
|-------------------------|--------------------------|-----------------------------|-------------------------------------|
| 1100 = Regular Programs | 1200 = Special Education | 1300 = Vocational Education | 2100 = Pupil Services (Guidance)    |
| 2250 = Library Services | 2300 = Administrative    | 2400 = Pupil Health         | 3200 = Student Athletics/Activities |