

Tuition Reimbursement Application

Kirkwood Community College

Full-time support, service, technical, professional, and administrative employees are eligible. Must be employed at Kirkwood for a minimum of six months. One course per tuition application.

Employee Information

Name: _____

Department: _____

Title: _____

Course Information

Student Status: Bachelors Program Masters Program Ph.D. Studies

Course Title: _____

College: _____

Course start date: _____ Course end date: _____

Transcript of completed course must be submitted 30 days of course end date.

What is the degree in which this course is for? _____

How will this course work be of benefit in relation to your employment with Kirkwood?

Applicant Signature

Date

****FOR HUMAN RESOURCES USE ONLY****

Tuition Award: _____ Approved _____ Denied

Award Amount: _____

Director, Human Resources

Date

**Print form and mail to:
Human Resources, 313 Kirkwood Hall**