



*“Building a
Foundation for
Lifelong
Learning”*

CECIL COUNTY PUBLIC SCHOOLS Graduate Course Direct Payment Form

- McDaniel College
- Gratz College/
RTC
- College of Notre Dame

Name: _____ Student ID# _____

Term: _____ Emp ID#: _____

(Please use a separate form for each term)

CCPS School/Location: _____ Teaching Assignment: _____

Teacher/Administrator Course Reimbursement Rate - \$245 per credit hour
(max. \$1470.00 per fiscal year)

All classes must be pre-approved in order to receive direct bill payment.

I understand Cecil County Public Schools will pre-approve tuition up to the allotted amount as indicated above. Should course work exceed the allowed amount, I understand I am responsible for the remaining balance. If my course grade is not a “C” or better for course work, I understand that I will be responsible for payment to Washington College, McDaniel College or the College of Notre Dame and that no monies will be reimbursed to me from Cecil County Public Schools. I also understand I am responsible for the registration fees, books and any other charges incurred. I understand the college/university will provide my original grade report to Cecil County Public Schools.

Cecil County Public Schools tuition reimbursement cycle runs fiscal year July 1- June 30.
(Summer, Fall, Winter, and Spring)

Course Number & Name: _____

Course Number & Name: _____

Student Signature

Date

Processed by

Date

Approval Signature

Date