

**Tuition Reimbursement Form**

Name \_\_\_\_\_

“Tuition reimbursement for graduate-level coursework will be reimbursed for actual costs incurred up to the level of Northern Illinois University’s (NIU) current tuition rate (not including fees) as of July 1<sup>st</sup> of each year. Additionally, this level will not increase more than 5% per year, in the event that NIU’s tuition rate exceeds 5% over the prior year. Teachers may be reimbursed for actual costs incurred, which may include tuition, registration fees, participation fees, and /or lab fees. Teachers will be reimbursed up to nine(9) graduate credit hours within a 3-year period beginning on July 1, 2023. The next three year period shall begin on July 1, 2026.

Teacher Contract  
Between Dakota Education Assoc. and  
Dakota Board of Education 7/1/2023 through 6/30/2026

**Directions:** Complete and review the form for accuracy. Attach a copy of a canceled check, receipt, or other verification showing actual costs incurred for graduate-level registration fees, participation fees, and/or lab fees. The canceled check, receipt, or other verification should have the course name and /or number included to match with the college/university transcript. **Forward this form to the Superintendent. You will be reimbursed only when both this form and your official transcript/s have been received.**

Course Name and Number	Credits	Cost	Institution	Date Completed

Teacher Signature \_\_\_\_\_ Date \_\_\_\_\_ Reviewed by Superintendent on (Date/Initial) \_\_\_\_\_

\*\*\*\*\*Office Use Only\*\*\*\*\*

Account Number 10-2213-230 Total Reimbursement \$ \_\_\_\_\_ Transcript received from \_\_\_\_\_ on \_\_\_\_\_