



Human Resources  
2407 LaPorte Avenue  
Fort Collins, CO 80521  
(970) 490-3616

## Poudre School District Tuition Reimbursement Application

I would like to apply for the following Tuition Reimbursement program (please check one):

- Special Roots / New Wings     Head of the Class

Name \_\_\_\_\_ Date \_\_\_\_\_

Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Home Address \_\_\_\_\_ Zip Code \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Current PSD Job Title \_\_\_\_\_ Work Location \_\_\_\_\_

Number of Years Employed by PSD \_\_\_\_\_ E-mail \_\_\_\_\_

**Educational Background:**

**Current Education Status**

- |  |   |
|--|---|
| <input type="checkbox"/> Seeking Admission to a College/University | <input type="checkbox"/> Associate's degree completed |
| <input type="checkbox"/> Freshman                                  | <input type="checkbox"/> Bachelor's degree completed  |
| <input type="checkbox"/> Sophomore                                 | <input type="checkbox"/> Master's degree completed    |
| <input type="checkbox"/> Junior                                    | <input type="checkbox"/> Doctorate completed          |
| <input type="checkbox"/> Senior                                    |   |

College/University \_\_\_\_\_ Dates Attended \_\_\_\_\_ to \_\_\_\_\_

Major/Minor \_\_\_\_\_ GPA \_\_\_\_\_

License(s)/Certificate(s) Held \_\_\_\_\_

Endorsement(s) \_\_\_\_\_

Endorsement(s) Seeking \_\_\_\_\_ Expected Completion Date \_\_\_\_\_

**Reference #1**

Name \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Title \_\_\_\_\_

**Reference #2**

Name \_\_\_\_\_ Phone Number (\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Title \_\_\_\_\_

Supervisor name \_\_\_\_\_

Have supervisor sign to indicate approval of this application: \_\_\_\_\_  
Supervisor Signature Date

Please attach a one-page essay that includes the following:

- Your background
- Awards and accomplishments
- Reasons for applying for the program
- Other qualities that make you a good candidate
- Copy of a transcript reflecting your most recent degree or college coursework (if applicable)

*Submit completed application and essay to: Human Resources 2407 LaPorte Avenue.  
For questions, please call Laura Wagner at 490-3616.*

Participation in tuition reimbursement programs is not necessarily a guarantee of future employment.