

4. Please present a detailed budget of expenses that will be covered by the stipend: April 1 requests for funds can be made for the next fiscal year only; December 1 requests are for the current year. If the plan of study, work experience or training requires more than one year, a separate application must be submitted for each year. The training must be completed between July 1 and June 30 to be reimbursed.

TOTAL AMOUNT OF STIPEND REQUESTED: _____

I am a full-time administrator of the District. I am participating in or have plans to begin participation in a program of study, work experience or training to enhance my expertise in my current field or to expand the number of areas in which I am qualified to perform services for the District.

Signature of Administrator

Date

THIS AREA TO BE COMPLETED BY THE ADMINISTRATOR'S SUPERVISOR

Will this plan expand the qualifications of the administrator to meet a current or future need in the division/for the college? Please explain.

Do you recommend approval? Yes No

Signature of Administrator's Supervisor

Date