



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: \_\_\_\_\_

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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