

RIDGEWOOD LOCAL SCHOOL DISTRICT

301 S. Oak Street
West Lafayette, OH 43845

Telephone 740-545-6454
Fax 740-545-6336

REQUEST FOR PAYMENT FOR COLLEGE CREDIT:

SCHOOL YEAR: _____

FALL: SEPTEMBER 1 - DECEMBER 31 _____

SPRING: JANUARY 1- MAY 31 _____

SUMMER: JUNE 1 – AUGUST 31 _____

Sign up period begins 60 days prior to the start date of the period and ends the day before the start date of the period. If you have question please call the Superintendent, refer to the negotiated agreement, or call the Treasurer.

Grades and Receipts are due 45 days after the ending date of the period requested. The receipts and grades are to be turned into the superintendent's office by 3:00 p.m.

Course must be paid for or charged against available student loan (not account balance owed to college)

COURSE NUMBER	NAME OF CLASS	NUM. QTRS HRS	OR	NUM. SEM. HRS	COLLEGE
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Ref: Article 17 of the REA Agreement.

Date rec'd in Brd. Office

Teacher Signature Date

Superintendent Approval Date

Print Teacher Name