

**Education Subsidy Request Form**  
**Senior Academy Principal/Teacher**  
*Texas Conference Office of Education*

*There will be matching funds available to be used for tuition costs for senior academy principals or teachers who are pursuing an advanced degree. The Texas Conference will provide up to \$1,000 per year enrolled for principals and \$500 per year enrolled to be matched by the academy. (This offer is not to be used in conjunction with the other degree reimbursement programs available for Texas Conference teachers.)*

**Step 1: Send in application to the Texas Conference Office of Education before beginning the course work.**

Name of applicant: \_\_\_\_\_ Principal \_\_\_\_\_ Teacher \_\_\_\_\_

Employing academy: \_\_\_\_\_

Name and Address of Institution where advanced study will occur:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Program pursuing (specify): \_\_\_\_\_

Amount Academy will contribute: \$ \_\_\_\_\_

***Please attach school board minutes for the voted approval***

Approved by: \_\_\_\_\_  
*Principal*

Approved by: \_\_\_\_\_  
*School Board Chairperson or Treasurer*

Approved by: \_\_\_\_\_  
*Superintendent of Schools*

**Step 2: After registration, complete and return a copy of this form with all receipts attached.**

Matching funds from: \_\_\_\_\_ Amount paid: \$ \_\_\_\_\_ Date Paid \_\_\_\_\_  
*Name of Academy*

Amount paid by the Texas Conference: \$ \_\_\_\_\_ Processed by: \_\_\_\_\_ Date \_\_\_\_\_