



CONTINUING EDUCATION REQUEST

Due April 15, 20__



Teachers Name: _____

All classwork must meet the requirements of the Southern Union and be approved by the Education Office of Kentucky-Tennessee Conference. Please contact the Southern Union Education Office to confirm that the class work meets all requirements.

Financial Assistance will be granted according to Conference Policy #'s 3792 and 3950

Reimbursement will be given after **transcripts and receipts/bill have been received at the Conference Education Office and transcripts are filed at the Southern Union Education office showing the passing of the course.*

Reason for taking courses:

- Bachelors Degree
- Masters Degree
 - 1st yr.
 - 2nd yr.
 - 3rd yr.
 - 4th yr.
- Certification

Where is the course offered?

Onsite _____

Online _____

Explanation for course work if other:

I plan to take/challenge the following classes:

Course Name	College/University	Challenge Y/N	Credits

Teacher's Signature: _____ Date: _____

Superintendent: _____ Date: _____