



REQUEST FOR EDUCATIONAL REIMBURSEMENT FORM

Purpose

To encourage Amherst Garden Club members to further their horticultural education as Master Gardeners or in comparable educational pursuits.

Amount of Award

Maximum \$250

Philosophy

The Amherst Garden Club understands the benefit of further horticultural education to individuals, the club, and the community at large, and supports this in its mission statement.

Qualifications:

- The recipient must have been a member of the AGC for at least one year prior to submitting a request.
- Members who have begun the Master Gardener program, but have not completed it, are eligible to apply for reimbursement.
- The entire Master Gardener program must be completed satisfactorily within two years before reimbursement is given. Extensions might be made for extenuating circumstances.
- When applying, the requestor must indicate how he or she will use the training or other education to benefit the club or community.
- Recipient must remain a member until they have completed their compensation proposal.
- Reimbursement will be issued once the course is completed, pending submittal of proof of payment from requestor.

Form on next page



REQUEST FOR EDUCATIONAL REIMBURSEMENT FORM

Name: _____ Amount requested: \$ _____

When did you become a member of the Amherst Garden Club? _____

Have you ever received educational compensation from the AGC?

Yes No: If yes, when? _____

Course or Class title: _____

Cost of enrollment in course: _____

Organization offering the course: _____

Expected time frame: _____

Does this course require that you purchase study materials or textbooks?

Yes No: If yes, what is the estimated cost to you? _____

How will you use this training or education to benefit the Amherst Garden Club or community?
Please describe what you will do:

Signature: _____ Date: _____