College Credit in High School (CCIHS) Request for Professional Development Stipend Payment

Please complete this form through signature lines at bottom; send original form and supporting documents to Crystal Williams at williamc@uwgb.edu. This form should be completed after your final grade is received.

Teacher Information		
Name:		
School:		
CCIHS Course Taught:		
Course Information		
Course Title:		
Course Number:		
Institution Offering Course:		
Number of Credits:		
Reimbursement		
Total stipend request amount: \$		
Please review your pre-approved request for	total	
eligible reimbursement amount.		
Required Attachments		
Supporting statements:		
1) Official grade report.		
2) Proof of paid tuition.		
Review and Signatures		
The College Credit in High School Director will send e-mail notice once the professional development stipend staged for payment.		
Recipients of professional development stipends are solely responsible for the tax consequences of receipt of this stipend and are solely and exclusively responsible for the reporting of any compensation derived from labor as required by the United States Internal Revenue or the		
Wisconsin Department of Revenue.		
Employee Signature	Date	
		Approved Notes:
College Credit in High School Director	Date	Denied