

# SCTA Education Fund Request for Reimbursement



For Northern submissions please email: [tracySCTA@gmail.com](mailto:tracySCTA@gmail.com)  
For Southern submissions please email: [kristinSCTA@gmail.com](mailto:kristinSCTA@gmail.com)

<b>Application to the:</b>	<input type="checkbox"/> Northern Education Fund <input type="checkbox"/> Southern Education Fund
<b>Date:</b>	

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### MEMBER INFORMATION

Name			
SCTA member number		Phone number	
Email address			
Current workplace			

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### FUNDING INFORMATION

Reason for funding (Please include the name of the school or event that provided the education and a summary of the education provided)	
Amount (up to \$500)	
Receipt attachment	Please attach a JPG, PNG image or PDF file of the receipt with this form & email to the appropriate Education Fund.

Please note that any funding greater than \$100 requires you to submit an article about a topic from your studies to facts and artifacts.  
Any funding of \$250 or more requires SCTA approval for reimbursement.

### Acknowledgement

By signing here, I hereby confirm that I have not been paid by another party for the funding I have requested reimbursement for.	_____
By signing here, I agree to submit an article to Facts and Artifacts (Applies to only those who receive \$100 or more from the Education Fund)	_____

<b>FOR ADMIN ONLY</b>			
Request : <input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED	Date: _____	Approved by: _____	