Broward Technical Colleges
2023-2024 Postsecondary Student Industry Certification Reimbursement Request Form

<u>McFatter Technical College and Technical High School</u>

✓ **Students must provide ALL of the following of an approved exam to be eligible for a reimbursement:**

1. *Copy of Official Exam Registration (Authorization to Test: Email; Letter)*

2. Copy of Payment Verification (Payee credit card receipt, bank statement, Cashier's check, or Money order)

3. *Official Proof Exam Passed: (email, letter, copy of certification, or license)*

Both of the following conditions must be met and all paperwork MUST BE submitted no later than June 21, 2024 or application cannot be reviewed to determine eligibility:

1. Student MUST have been enrolled between 07/01/2023 and 06/15/2024 ___ YES ___NO
2. Industry exam MUST have been completed & earned between 07/01/2023 and 06/15/2024 ___ YES ___NO

STUDENT COMPLETES THE FOLLOWING AND EMAILS ALL REQUIRED PAPERWORK TO: ATC_CERT_REIMBURSE@browardschools.com

Date of Request: _____ **Date: Program Completion:** _____

Program Name: _____ **Teacher Name:** _____ **Campus:** ___ Main ___ Ashe

Industry Certification Title: _____ **Date: Certification Earned:** _____

Student Name: _____ **(FSI) Student #_____**

Student Address:_____ **Apartment# _____**

City: _____ **State:** _____ **Zip:** _____ **Phone #:** _____

Social Security # <u>Last 4 digits only:</u> _____ **Email Address:** _____

Student Signature: _____

----------------------STUDENT STOP STOPS HERE – THIS PORTION IS COMPLETED BY ATC DESIGNEE ----------------------

Was student registered and in good standing at the Technical College? ___YES ___NO

Was test completion within timeframe? ___YES ___NO

Is exam listed on Perkins PS Clock Hour? ___YES ___NO

Is exam Performance Incentive Funding (PIF)? ___YES ___NO

*DOE Code*_____ *DOE Code*_____ *DOE Code*_____ *DOE Code*_____

1. Has student received a refund for another exam? ___YES ___NO If YES, Amount: _____

2. Has student exceeded the $300.00 maximum threshold? ___YES ___NO

3. Does student qualify for a refund? ___YES ___NO

4. If YES, Total Amount of Refund: $_____

Technical Program Assistant Director/Designee Signature: _____ **Date:** _____
Technical College Director/Designee Signature: _____ **Date:** _____

Pending Directors' Forum Approval   **Validity Period: July 1, 2023 – June 21, 2024**