

Catholic Diocese of Evansville
Adult Religious Formation Scholarship Fund for
Parish and Catholic School Catechetical Leaders

Grant Reimbursement Request Form

Recipient's Name _____

Address _____

City, State & Zip _____

Email _____

Phone _____

This request is for:

Course Title _____

Semester/ Year _____

Total tuition paid by recipient \$ _____
(Do not include fees)

Total book costs paid by recipient \$ _____

Total Amount paid by recipient \$ _____

Less 50% \$ _____

Total amount of request by recipient \$ _____

Attach original receipts and/ or statements for file records.

When you register for the next course work, the procedure to use is as follows:

- You pay the tuition and books.
- Submit a request for tuition and book reimbursement on this **Grant Reimbursement Request Form** with a copy of tuition and book receipts to:

Kathy Gallo, Ed. D.
Director of Catechesis, Diocese of Evansville
P.O. Box 4169, Evansville, IN 47724-0169

- The request will be submitted to Bishop Thompson who will sign a check for your reimbursement. Checks are written to you, not institutions (colleges).
- A copy of this form will be emailed to you to print for future use. If you need another form emailed to you, contact Andie Gunter at agunter@evdio.org.