

# Garrison Independent School District

## Employee Application Garrison ISD Master's Degree Incentive Program

Employee name: \_\_\_\_\_

Employee Social Security No.: \_\_\_\_\_

Current position: \_\_\_\_\_ Campus: \_\_\_\_\_

Years experience: \_\_\_\_\_ Years experience with GISD: \_\_\_\_\_

Name of college attending: \_\_\_\_\_

Graduate Degree sought: \_\_\_\_\_

Have you applied for admission?            Yes    No

Have you met all requirements for admission?            Yes    No

Have you been accepted into a graduate program?            Yes    No

If so, date accepted: \_\_\_\_\_

No. of hours required for completion of graduate program: \_\_\_\_\_

Expected date of completion: \_\_\_\_\_



## MEMORANDUM OF UNDERSTANDING Garrison ISD Master's Degree Incentive Program

**OBJECTIVE:** to provide an incentive program for professional employees to further their education in an approved field of study.

### CRITERIA:

- Be employed by the district for a period of no less than one (1) year with a satisfactory job performance record.
- Hold an undergraduate degree for an accredited college or university with a valid educator's certification.
- Approval of the campus principal and district superintendent to pursue an advanced degree in an approved field of study.

### TERMS:

- Garrison ISD agrees to pay fifty-percent (50%) of the cost of registration, tuition, and fees per semester.
- Garrison ISD will pay for the cost of the ExCet exam as required by the State of Texas and the State Board of Educators Certification.
- Participant will attend a minimum of two (2) semesters per year (fall, spring, summer I, summer II, or a combination of) and complete a minimum of nine (9) semester hours per year until a degree is earned.
- Participant will maintain an overall 3.0 grade point average each semester.
- Participant will maintain satisfactory employment with the district.
- Participant will commit to 3 years of employment with Garrison ISD upon completion of the graduate program.
- Participant will reimburse Garrison ISD, on a prorated basis, for the amount paid by the school district, for registration, tuition, and fees for failure to adhere to the memorandum of understanding.

### BREACH OF CONTRACT:

- Termination or resignation of the participant from the district before completion of the graduate program.
- Termination or resignation of the participant from the district within three (3) years from the date of completion of the graduate program.
- Inability to maintain a 3.0 grade point average.
- Failure to obtain the proper endorsement/certification from the State/SBEC.



**BREACH OF CONTRACT (cont.)**

- Failure to attend the required minimum number of semesters and complete the required number of hours per year.

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*My signature indicates I have read and agree to the terms of the memorandum of understanding. I also understand that I must reimburse Garrison ISD on a prorated schedule if I fail to maintain employment, am non-renewed or terminated, voluntarily or involuntarily, within three (3) years after completion of a graduate program.*

<b><u>No. of Months Following Completion of Graduate Program</u></b>	<b><u>Percent of Reimbursement</u></b>
6 months or less	100%
6 – 12 months	75%
13 – 24 months	50%
25 – 35 months	25%
36 months or more	0%

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Campus Principal Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent Signature

\_\_\_\_\_  
Date