

ROSEDALE BIBLE COLLEGE
Faculty Application for Professional Enrichment Funds

Please describe the event for which you are requesting professional enrichment funds. Full-time faculty are allotted \$500 per fiscal year for educational seminars/events in addition to any that are considered a normal part of their job. Up to \$200 of this allotment may be spent on books, periodicals, or other educational tools. *(See Policy #3030)*

Applications should be approved in advance of registrations/purchases. Related receipts should be attached to a signed application when they are submitted to the business office for reimbursement of personal expenditures or coding of RBC expenditures.

Seminars/Events

Dates: _____

Name/Description of event: _____

Related courses or teaching areas: _____

Costs:

Fees/Registration \$ _____

Travel/Lodging \$ _____

Total Requested \$ _____

Books/Periodicals

Titles: _____

Related courses or teaching areas: _____

Price: \$ _____

Applicant Signature: _____ Date: _____

APPROVED BY: _____

Academic Dean

Date