

## **Pinal County Tuition Service Agreement (Policy 5.30)**

I, the undersigned employee, understand that if I separate from Pinal County employment within one year from the conclusion of any tuition event; that I will repay the County in accordance with the schedule listed below. This amount will be withheld from my final paycheck. I further understand that this agreement is a mechanism to enable Pinal County to benefit from training paid for in part or in whole with County funds, and does not constitute any type of employment contract. I certify that I am not receiving tuition aid or reimbursement from any other source(s) such as PELL Grants and scholarships, loans are not considered as other sources.

\*Failure to disclose other sources of tuition aid or reimbursement to Pinal County Government will constitute the falsification of the tuition application document and ***will result in forfeiture of any tuition reimbursement received*** and subject you to disciplinary action up to and/or including termination.

### **Date of Separation Percentage Withheld**

Up to 3 months from receiving reimbursement 100%

4 to 6 months from receiving reimbursement 75%

7 to 9 months from receiving reimbursement 50%

10 to 12 months from receiving reimbursement 25%

Date: \_\_\_\_\_

Employee Name: \_\_\_\_\_

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