

Tennessee Board of Regents

Faculty or Administrative/Professional Staff Grant-in-Aid Contract

THIS AGREEMENT, by and between Columbia State Community College, hereinafter referred to as "College," and _____, hereinafter referred to as "Employee,"

WITNESSETH:

In consideration of the mutual promises herein contained, the parties have agreed and do hereby enter into this agreement according to the provisions set out below:

A. Employee agrees to:

1. Pursue additional training and/or education at _____
(Name of Institution)

terminating with satisfactory accomplishment of the following academic objectives:

- a.
- b.
- c.
- d.
- e.

beginning _____, 20____, and ending _____, 20____.

2. Render full-time employment service (exclusive of summer and intersession employment) to institution for a period of three (3) months for each month of grant-in-aid awarded and paid beginning at the completion of the above specified period.
3. To reimburse the institution the total amount or pro rata portion of the awarded grant plus interest at the rate of eight percent (8%) per year in the event: (1) that employee fails to return to the service of the University of Tennessee or Tennessee Board of Regents System institution for the period stated herein; or (2) that institution terminates Employee's services for cause. The employee agrees that his/her last paycheck and any amount representing accrued, but unused annual leave shall be used toward paying off any amounts which may be left owing if the employee leaves or is terminated without fulfilling the employment obligation.
4. To comply with all terms and conditions of the award of grants-in-aid under Guideline P-130, as amended and in effect on the date of this contract.
5. If requested to execute a promissory note acknowledging receipt of the grant-in-aid and containing repayment terms and conditions consistent with this agreement prior to the employee leaving the institution should he/she fail to fully complete the employment requirements of this contract.
6. Utilize the grant-in-aid only for costs that are directly related to tuition-related fees and monthly living expenses consistent with the academic objectives outlined herein.

7. Prepare and give a written report to institution on progress achieved during each term of sponsored enrollment.
8. Provide all information requested by institution or its representative for the purpose of assessing employee's progress toward the designated academic objective.

B. Institution agrees to:

1. Furnish to employee for a period of _____ months the sum of \$ _____ per month as a monthly living allowance plus actual tuition or enrollment fees in the maximum amount of \$ _____ per (semester/quarter) for _____ terms, to enable employee to complete the stated training and/or education.

C. It is mutually agreed:

1. That employee meets the requirements for eligibility for participation in the Faculty or Administrative/Professional Staff Grant-In-Aid Program as outlined in TBR Guideline P-130.
2. Institution may terminate the employment of employee prior to the commencement of or during the employment service period provided herein. In the event such termination by institution is without cause, employee shall be relieved of further liability under this contract. In the event of termination of employee for cause, the employee shall be liable to the institution pursuant to the provisions of this agreement.
3. This agreement will not become binding upon either party until approved by the president/director of the institution.
4. This agreement may be modified only by written amendment executed by all parties hereto.
5. If the recipient should receive a student scholarship, he/she will notify the Office of Human Resources immediately.

Employee Signature

Date

APPROVED:

President or designee Approval

Date