

NORTHERN CALIFORNIA CONFERENCE OF SDA DOCTOR OF MINISTRY DEGREE PROGRAM EXPENSE REPORT

for courses for which PASTOR has obtained prior approval on Continuing Education Degree Request Form

Name _____ Office Phone () _____
Home Phone () _____

Address _____ City/Zip _____

Degree Seeking _____ School _____

Course Beginning Date _____ Ending Date _____ Course Number _____

Course Title _____

TUITION AND/OR FEES \$ _____
Receipts required.

PER DIEM \$ _____

Number of days at 2 or more meals per day _____ x \$58.00 = \$ _____
Number of days at 1 meal only per day _____ x \$29.00 = \$ _____

LODGING \$ _____
Receipts required.

Number of nights _____ x Rate \$ _____ = \$ _____

TRAVEL \$ _____

A. Mileage to and from course location WITHIN the Pacific Union

Number of miles _____ x \$.67¢ = \$ _____

B. Airfare - Actual expense \$ _____ (Receipts required.)

TOTAL EXPENSES \$ _____

NCC REIMBURSEMENT TO PASTOR FOR 2/3 OF TOTAL \$ _____

NCC WILL BILL THE PACIFIC UNION FOR 1/3 OF TOTAL \$ _____
(To be filled out by the NCC Treasury)

Signature of Applicant _____ Date _____

Ministerial Director _____ Date _____

Conference Secretary _____ Date _____

Treasurer _____ Date _____

Tuition Worksheet

Tuition expense (up to the credit/hour rate of Andrews University Theological Seminary) shall be split equally three ways—by the Pacific Union, the Northern California Conference, and the student. Any tuition costs in excess of Andrews University rate shall be paid by the student.

School Attending _____ x \$ _____ = \$ _____
Number Credit Hours Credit/Hour Rate Current Tuition

Andrews University _____ x \$ _____ = \$ _____
Number Credit Hours AU Credit/Hour Rate AU Tuition

Lower amount is the basis of three-way tuition split \$ _____

Pacific Union portion \$ _____

Northern California Conference portion \$ _____

*Combined NCC and PU \$ _____

Email to: Linda.Terry@nccsda.com

Or

Mail to: Ministerial Department
Northern California Conference
P.O. Box 619015
Roseville, CA 95661-9015