

SMI Supply Request for Classroom Project
STEP #2: REIMBURSEMENT FORM

Submission of this form will not be accepted unless you received SMI approval from STEP #1: APPROVAL FORM.

Student's Name _____ Student ID # _____

Mentor Teacher's Name _____

For which course are you enrolled? (please circle appropriate course listed below)

EDUC 3 EDUC 4

Itemize and detailed expenses of items SMI approved for outside purchase (see SMI written remarks on *STEP #1: APPROVAL FORM*) incurred for implementing your lesson plan proposed in

Date Purchased	Purchased Items	Actual Cost (include tax, delivery, other applicable charges)	Vendor Used

Signature Verification: By signing below, you are verifying that these items were used for lesson implementation (as submitted with Approval Form).

Mentor Teacher's Signature _____

Student's Signature _____