

City of League City, Texas Tuition Reimbursement Agreement

AGREEMENT entered into this _____ day of _____, 20____, by and between the City of League City, 300 W. Walker St., League City, Texas (hereafter "City"), and _____, (hereafter "Employee").

WHEREAS, City has adopted an Educational and Technical Training Assistance Program (the "Program") in order to provide for reimbursement to Employee for the cost of approved courses in accordance with Chapter IV of the City's Personnel Policies;

WHEREAS, City has agreed to provide Employee with a reimbursement for certain tuition assistance in accordance with the Program; and

WHEREAS, the City and Employee wish to confirm their mutual understanding of the terms and conditions associated with Employee's reimbursement to the City for tuition assistance in accordance with the Program.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, it is agreed as follows:

1. City agrees to provide Employee with tuition assistance, including cost of eligible books and fees, in the amounts and at the rates provided for under Section 4.09 of the City's Personnel Policies. Employee agrees to provide City with documentation which demonstrates successful completion of approved courses as a precondition to reimbursement.

2. In the event the Employee shall voluntarily resign employment with the City prior to the expiration of the two (2) year period commencing from the date of City's provision of tuition assistance, Employee agrees that City may retain up to the full amount of such tuition assistance from that portion of Employee's accrued and unpaid leave compensation then existing.

3. In the event that the balance of Employee's accrued and unpaid leave compensation shall be insufficient to reimburse City for the full amount of tuition assistance which City is eligible to retain, then in that event Employee agrees to repay the City for such deficiency in full within

thirty (30) days, including all costs, including attorneys' fees, which City may incur in collecting upon same.

4. Nothing herein shall be construed to create a contract of employment between City and Employee.

Dated at this _____ day of _____, 20____.

_____, Employee

CITY OF LEAGUE CITY, TEXAS

By: _____

Title: Director of Human Resources and Civil Service