



Educational Assistance Request Form

Associate Name	Dayforce Number	Date Submitted

INSTRUCTIONS: Complete and submit this form hrservices@cocacolaflorida.com immediately following satisfactory completion of the course(s) or certification(s). Approval is required prior to beginning a program for reimbursement. You must attach detailed, legible copies of your paid tuition fee(s), registration fee(s), book receipt(s) and grade(s). ***This form and all required documentation must be submitted within 30 days of receiving the final course grade(s).*** Any expenses received later than this deadline will not be approved.

Required Documents:

- Statement of Program/Tuition Cost
- Tuition Payment Receipt with Form of Payment
- Book Receipt(s)
- Final Course Grade

Educational Institution (Note: Educational Institution Must be Accredited)	Name of Degree or Diploma	Undergraduate	Graduate
		<input type="checkbox"/>	<input type="checkbox"/>
Name of Certificate Program/Other	Quarter/Semester	Course Start Date	Course End Date

Course Number	Course Title	Registration Cost	Tuition Cost	Book Cost	Cost Total

Other Sources of Financial Aid	Amount

I understand that in the event that I voluntarily terminate my employment with the Company, I agree to repay any reimbursements received under this program within the last twelve months of my employment with the Company. I certify that I have disclosed all other financial aid and/or scholarships that I have received or will be receiving for the courses listed above. Eligibility for reimbursement shall be governed by the terms of the Coca-Cola Beverages Florida Educational Assistance Program.