

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1380257

Vendor Name: American Welding Society

Invoice Number: 100118

Invoice Date: 10/01/18

PO Number:

Check Number: 0244412

Check Amount: \$ 175.00

Check Date: 11/14/2018

Department ID: 00835

Reviewer Name:

Voucher Number: V0535311

Redaction Type: Other

Document Type: AP Invoice-3 Way/Pre-Approved

Document Below

V535311

A/P - Please call Marc
when check is ready

Human Resources

Professional Development for CODAA — Prior Approval Reimbursement Form

This form must be signed and approved **before** enrolling in courses, workshops, seminars or submitting requests for professional dues or periodicals. **Prior approval are not eligible for reimbursement or course credit.**

Employer: _____ Colleague: _____

Department: _____ Extension: _____ Date: 9/28/18

PROFESSIONAL DEVELOPMENT REIMBURSEMENT REQUEST: ☐ REIMBURSEMENT ☒ PRE-PAYMENT†

†When requesting a pre-payment, attach a registration form or invoice to this form. If using Concur, please contact Accounts Payable for payment. If I receive an advance, I understand I must produce evidence of satisfactory completion of the course or seminar within 60 days. Failure to do this will result in the cost of the course or seminar being deducted from my paycheck. *[Signature]* (Initial here)

☒ Conference/Class/Seminar ☐ License

☐ Dues/Periodicals/Subscriptions

☐ Chaparral Fitness Center (up to \$100 may be used for reimbursement of annual fees for Employee membership)

Title/Sponsor: American Welding Society, Metallurgy II

Date of Event: N/A

Tuition, Registration, Dues, Subscription Fee: \$ 175

License: (1/2 of cost if required for position at COD) \$ _____

Course/Conference/Seminar Name:

Metallurgy II

Date Class/Conference/Seminar Begins & Ends:

Online - 30 days to complete

College or University: _____

Seminar Sponsor: American Welding Society

Tuition, Registration, Fee: \$ 175.00

Is this job related? Yes ☒ No ☐

Provide rationale that includes how this will improve your ability to work with students and/or teach your courses:
(attach additional page if necessary)

Reimbursement (\$350 max)*: 175.00

Needed to Complete Process: Proof of payment and proof of satisfactory completion, if applicable.

Required: Is employee a current CODAA member? Yes ☒ No ☐

☒ Approved ☐ Not Approved

[Signature] 10.1.18
Dean/Associate Dean

Date

Department Authorized Budget Signature (if different)

[Signature]
VP Academic Affairs (required)

Date

10/17/18
Date

HR USE ONLY

Amount of reimbursement: \$ 175.00

Account #01-90-00835-52090-16 FY: 19

Date request sent to Accounts Payable: 10/8/18

Date request approved: _____

Date expense approved: _____

[Signature]
Compensation Specialist

*The College has established a maximum amount of reimbursement per fiscal year per CODAA member. The College will develop a budget for Professional Education Development for CODAA members per fiscal year. Once this budget is exhausted, no more funds will be available. Each fiscal year begins July 1 and ends June 30, and reimbursement is dependent upon course completion date. This form must be completed and signed before enrolling in the class, workshop or other activity, or before purchasing a membership, periodical or subscription.

HR-17-25574(10/17)

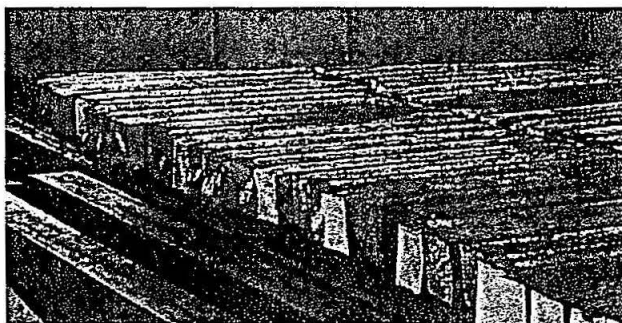
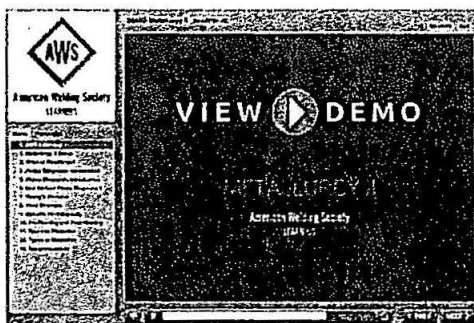


American Welding Society
LEARNING

METALLURGY II

[< View Course List](#)

Price	Access to Course	Course Length	REGISTRATION
Member: \$175	Materials	Approximately 6	Start Now >
Non-member: \$235	Course – 30 days	hours	
	Exam – 10 more days		



THE NATURE OF METALS AND THE PROPERTIES THAT AFFECT WELDABILITY

Welding involves various metallurgical phenomena, including melting, freezing, diffusion, precipitation, thermal strains, and shrinkage. If disregarded or misunderstood, these effects can lead to cracking, porosity, or welds with poor properties. This course builds on the fundamental principles described in Metallurgy I to provide a basic understanding of the nature of metals, the metallurgical phenomena involved in welding, and the effects of these phenomena on the properties of welded materials. Click on the Course Modules

1380257

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11/14/2018

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100118

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Marc Hucek-Matallurgy II,

0190008355209016

175.00

 11/16/18

175.00

0244412

PAY ONLY ONE HUNDRED SEVENTY FIVE AND 00/100 DOLLARS

11/14/2018

\$*****175.00

American Welding Society
8669 NW 36 St. #130
Miami FL 33166