

Information:

Drawer: Accounts Payable - Invoices

Vendor Number: 1282888

Vendor Name: Mr Ryan A. Postal

Invoice Number: 101118

Invoice Date: 10/11/18

PO Number:

Check Number: 0244650

Check Amount: \$ 353.10

Check Date: 11/14/2018

Department ID: 00000

Reviewer Name:

Voucher Number: V0535246

Redaction Type: Other

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

Document Below

ACH

RECEIVED

V0543181

AUG 29 2018



Human Resources

HUMAN RESOURCES
Professional Development Request Full-Time Faculty

This form must be signed and approved **before** enrolling in courses, workshops, seminars or submitting requests for professional dues or periodical subscriptions. **Requests submitted without prior approval are not eligible for reimbursement or course credit.**
Please refer to the "Concur Professional Development Procedure" in the Forms Library to complete your request/expense.

Employee Name: Stephen Santello Colleague ID#: 1439870
Department: CIS Extension: 2654 Date: 8/21/18

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

☐ Workshop/Conference ☐ Dues/Subscriptions

☐ Books ☐ Travel*

Title/Sponsor: _____

Date of Event: _____

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

Travel: \$ _____ Books: \$ _____

Course Number: HRD 411 Date: 8/27/18-10/19/18

College or University: University of Illinois

Course Name: Training System Design

Number of Credits: 4 semester hours quarter hours

Tuition, Registration, Fee: \$ 1,892

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

This is a course that I am required to take for my Doctorate of which I have a signed PEP for. I would like to use my yearly \$1,850 faculty development dollars for this.

☒ Approved ☐ Not Approved Kris May Date: 8.24.18
Dean/Associate Dean

*Up to \$600.00 per year (of the \$1,850.00) may be used for pre-approved travel related expenses in accordance with College Travel Policies.

†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.
(Initial here)

COURSE CREDIT FOR RANGE CHANGE REQUEST:

Course Number: HRD 411 Dates: 8/27/18-10/19/18 College or University: University of Illinois

Course Name: Training System Design Number of Credits Earned: 4 semester hours quarter hours

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

This is a course that I am required to take for my Doctorate of which I have a signed PEP for.

☒ Approved ☐ Not Approved Kris May 8.24.18 Kelley Date: 8/27/18
Dean Vice President

Return this signed form along with attachments showing proof of payment and proof of satisfactory completion, if applicable, to Human Resources.

HR USE ONLY

HR has recorded 4 semester hours

The cumulative hours recorded are: 44.33

HR Approval: Account Date: 11/20/18

Account #01-90-00835-52090-14: Faculty Tuition

Account #01-90-00835-52090-18: Faculty Dues

Amount of reimbursement: \$ 1850.00

Date request sent to Accounts Payable: 11/20/18

Date request approved: _____

Date expense approved: _____

HR Approval: Account

HR-17-25555(9/17)

Final Grades

679574832 Stephen Santello
Fall 2018 - Urbana-Champaign
Nov 16, 2018 09:10 am

IMPORTANT NOTICE:

The Academic Standing displayed beginning August 10, 2018 as a result of your Summer 2018 reported grades is provisional. College offices review the system calculated academic standing for all students. Reviews will be complete and final results posted for viewing August 17, 2018 at 5 PM.

If you have questions about your academic standing after that time, please contact your college office.

To print your University of Illinois final grades, follow the print instructions for your web browser as you would to print any web page.

To view your complete academic history, click on the View Academic History link at the bottom of the page.

An explanation of grades can be found on the Office of the Registrar site where you can also Calculate a predictive GPA.

Note: Current Program: The word **NONE** will appear under Current Program if you are in a General Curriculum/Foundations program, which requires you to select a major at a later time, or if you have a major but have not yet selected a required concentration.

You may now view a mobile version of your Final Grades on the Student Mobile web application. Upon accessing the <http://go.illinois.edu/StudentMobile> url, bookmark the site and add it to your home screen for future use. Enterprise ID and password authentication is required to view personal information.

Student Information**Current Program**

Doctor of Education

Level: Graduate - Urbana-Champaign

Program: EDD Ed Pol Org & Ldrshp Org-LIUIG

Admit Term: Fall 2018 - Urbana-Champaign

Admit Type: Regular Admission

Catalog Term: Fall 2018 - Urbana-Champaign

College: Graduate College

Campus: Urbana-Champaign

Major and Department: Educ Policy Orgzn & Leadership Educ Policy Orgzn & Leadership

Academic Standing:

Graduate - Urbana-Champaign Course work

CRN	Subject	Course	Section	Course Title	Campus	Final Grade	Attempted	Earned	GPA	Hours	Quality Points
70423	HRD	411	ONL	Training System Design	Urbana-Champaign	A+	4.000	4.000	4.000	16.00	

Graduate - Urbana-Champaign Summary

	Attempted	Earned	GPA	Hours	Quality Points
Current Term:	4.000	4.000	4.000	16.00	4.00
Cumulative:	8.000	8.000	8.000	32.00	4.00
Transfer:	6.000	6.000	6.000	24.00	4.00
Overall:	14.000	14.000	14.000	56.00	4.00

RELEASE: 8.7.1

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Cassel, Adrienne

From: Santello, Stephen
Sent: Tuesday, November 20, 2018 9:50 AM
To: Cassel, Adrienne
Subject: Re: Adrienne, Professional Development credits completed HRD 411
Attachments: QuikPAY(R) View & Pay Accounts.pdf

Adrienne,

This is my receipt. Note, the tuition paid is for 2 courses this semester (\$1892 per course).

Also I have one more issue related to the courses that I am taking and credit I am using towards Range change... by the end of May, I plan to have taken enough courses where I would have 58 credits beyond my Master's degree. And I will be taking a another course over the first portion of the Summer which will end on June 8, this would put me at 62 credits beyond my Masters w/ PEP on June 8, which would fulfill the Range change requirement from C to D. My question is, are we allowed to build some exception of allowing me to submit credits towards range at the beginning up until the beginning of June 2019 to put me on D Range starting Fall 2019? It does seem kind of silly to me that I would have to wait an entire year for Range change if I am qualified for it prior to the Fall 2019 contracts.

Steve Santello, MS
Asst. Professor & Co-Coordinator CIS
College of DuPage
425 Fawell Blvd. Glen Ellyn, IL 60137
Office: BIC1530C
Phone: 630.942.2654

From: Cassel, Adrienne
Sent: Monday, November 19, 2018 11:14:30 AM
To: Santello, Stephen
Subject: RE: Adrienne, Professional Development credits completed HRD 411

Hi Steve,

Yes, we do have your PEP plan on file. It looks as though you wish to be reimbursed for this class as well. Can you send me your receipt? I can then process the reimbursement and record your credits.

Thanks.
Adrienne

From: Santello, Stephen
Sent: Friday, November 16, 2018 9:13 AM
To: Cassel, Adrienne <cassel@cod.edu>
Subject: Adrienne, Professional Development credits completed HRD 411

Adrienne,

Attached is a professional development course along with my final grade for the course. These credits are to be applied to my PEP (going for a doctorate). I don't recall if I had sent a PEP sheet to HR or not, if you don't have it and need it, please let me know, I can end it over as well.



UNIVERSITY OF ILLINOIS SYSTEM

Stephen Santello679574832

Current Activity

This information is accurate up to Tue, Nov 20, 2018 at 9:37:20 AM, CST

Current Activities

Term	Date	Description	Charges	Credits
Fall 2018 - Urbana-Champaign	08/30/2018	Refund	\$8,621.00	
Fall 2018 - Urbana-Champaign	08/30/2018	Federal Direct Grad PLUS Loan		\$2,264.00
Fall 2018 - Urbana-Champaign	08/30/2018	Fed Direct - Unsub loan		\$10,141.00
Fall 2018 - Urbana-Champaign	08/21/2018	Online Per Hour Tuition	\$3,784.00	
Accts Receivable Generic Term	08/31/2017	Credit Card Payment		\$1,864.00
Fall 2017 - Urbana-Champaign	08/19/2017	OCE Fees	\$200.00	
Fall 2017 - Urbana-Champaign	08/19/2017	OCE Tuition	\$1,664.00	
Accts Receivable Generic Term	06/27/2017	Credit Card Payment		\$1,738.20
Summer 2017 - Springfield	06/07/2017	Graduate Tuition	-\$658.00	

Summer 2017 - Springfield	06/07/2017	Campus and Library Tech Assmnt	-\$15.00
Summer 2017 - Springfield	06/07/2017	Green Fee	-\$2.50
Summer 2017 - Springfield	06/07/2017	General Fee	-\$35.20
Summer 2017 - Springfield	06/07/2017	Online Academic Support Fee	-\$90.00
Summer 2017 - Springfield	06/07/2017	Service Fee	-\$38.44
Summer 2017 - Springfield	06/07/2017	Health Fee	-\$9.66
Summer 2017 - Springfield	06/07/2017	Acad Facility Maint Fund Assmt	-\$21.80
Summer 2017 - Springfield	05/24/2017	Graduate Tuition	\$1,974.00
Summer 2017 - Springfield	05/24/2017	Student To Student Grant	\$2.00
Summer 2017 - Springfield	05/24/2017	Campus and Library Tech Assmnt	\$45.00
Summer 2017 - Springfield	05/24/2017	Green Fee	\$2.50
Summer 2017 - Springfield	05/24/2017	General Fee	\$105.60
Summer 2017 - Springfield	05/24/2017	Online Academic Support Fee	\$90.00

Summer 2017 - Springfield	05/24/2017	Online Academic Support Fee	\$180.00
Summer 2017 - Springfield	05/24/2017	Service Fee	\$115.32
Summer 2017 - Springfield	05/24/2017	Health Fee	\$28.98
Summer 2017 - Springfield	05/24/2017	Acad Facility Maint Fund Assmt	\$65.40

From: marekr@cod.edu
Sent: Wed Nov 21 09:26:02 CST 2018
To: invoicing@cod.edu
CC:
Subject: FW: Scanned from a Xerox Multifunction Device

Bobby Marek Accounts Payable Analyst Cash Disbursements/Payroll Department College of DuPage 425
Fawell Blvd 1 SRC 2132 1 Glen Ellyn, IL 60137-6599 phone 630-942-2229 1 marekr@cod.edu -----Original
Message----- From: marekr@cod.edu Sent: Wednesday, November 21, 2018 8:57 AM To: Marek, Robert
Subject: Scanned from a Xerox Multifunction Device Please open the attached document. It was scanned and
sent to you using a Xerox Multifunction Device. Attachment File Type: pdf, Multi-Page Multifunction Printer
Location: SRC-3 Device Name: Printer-266

[attachment: Scanned from a Xerox Multifunction Printer.pdf]