

Coach Training / Licensing Fee Reimbursement Agreement



Horizons Edge is committed to developing and supporting continuing education for coaches. To encourage and help facilitate coach education and licensing, Horizons Edge will schedule classes locally when possible and reimburse education/licensing fees per agreement below. Anyone desiring to enroll in a training/licensing course or program, should submit this agreement for approval prior to taking course(s).

Agreement Requirements:

Coach will pay for the training/licensing course(s) fees directly and The Edge will reimburse Coach, per Reimbursement Schedule below provided Coach meets the following requirements:

- Coach successfully completes the course and receives a “passing grade” or “license” sought from the course. Coach must submit proof of successful completion to The Edge.
- Coach is actively engaged with The Edge as a coach after successful completion of the course.

Coach understands that this Agreement is not intended to constitute any type of employment agreement or guarantee of continued employment.

Reimbursement Schedule:

- **Training/Licensing Courses – Fees of \$100 or Less**
 - 100% of the fees after successful course completion and Coach is actively coaching at The Edge.
- **Training/Licensing Courses – Fees of \$101 or More**
 - 50% of the fees after successful course completion and Coach is actively coaching at The Edge.
 - Remaining 50% of the fees one year following successful course completion and Coach is actively coaching at The Edge.

Please provide details on the course/training you want to enroll. This form must be preapproved to be considered for reimbursement.

Course Name	Date(s)	Location	Fee
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Horizons 251, LLC
d/b/a Horizons Edge Sports Campus

**Coach or Parent/Legal Guardian if Coach is a
minor (under 18 years old)**

Ray Ellington, General Manager

Signature

Date

Printed Name

Address

Date

**Coach Training / Licensing Fee
Reimbursement Request**



Name: _____

Date of Request: _____

Training / License Course: _____

Amount of Reimbursement _____

I have successfully completed my coach training/licensing course, attached my certificate, am currently active as a coach in a Horizons Edge program and request reimbursement on the agreed upon reimbursement schedule for my coach training / licensure course(s).

If the cost of my training/licensing course is \$100 or less, I understand I will receive 100% of my fee upon presenting successful completion as long as I remain active in a Horizons Edge program.

If the cost of my training/licensing course is more than \$100, I understand I will receive 50% of my license fee upon presenting successful completion and the remaining 50% within one year so long as I remain active in a Horizons Edge program.

Coach (or Parent/Legal Guardian if Coach is under 18 years old)

Signature

Printed Name

Address

Date

Office Use Only			
Course Cost Category	Reimbursement	Date	Amount
For courses \$100 or less	100%		
For courses more than \$100	Initial @ 50%		
	Final @ 50%		