



349 W. Roseville Rd.
Lancaster, PA 17601
P: 717.569.7180
F: 717.569.2374

1 W. Main St.
PO Box 568
Brownstown, PA 17508
P: 717.656.8963
F: 717.656.9257

2024 W. Main St.
Mount Joy, PA 17552
P: 717.361.1800
F: 717.361.1821

2516 Willow Street Pk.
Willow Street, PA 17584
P: 717.509.2612
F: 717.509.2617

Tuition Reimbursement Loan Authorization

This is to verify that _____ upon successful completion of
(employee)
_____ course, will receive \$ _____ as reimbursement from
(course title) (amount)
_____ as of _____.
(employer) (date)

The student/employee further understands that this Tuition Loan (principal and interest) is payable to LANCO upon receipt of this reimbursement, or on the due date of this loan, whichever comes first.

Course start date

Reimbursing Official's Signature

Institution where classes are being held

Employee's Signature

****Member – please return to LANCO with the application and a copy of your current payroll stub!**