

**Monmouth County Vocational School District
Distance Learning Coordinator
105 Neptune Boulevard, Suite 307
Neptune, New Jersey 07753
Phone Number: (732) 869 – 1181, x 305
Fax Number: (732) 775 - 1394**

Distance Learning Event Approval Form

School: _____ Date: _____

Teacher Name: _____ Course Title: _____

Grade Level: _____ # of Students in Class: _____

Distance Learning Program Title: _____

Cost: _____

Provider Name: _____

Program Purpose: _____

Building Principal Signature: _____

- **Request 3-4 weeks in advance of desired program date to allow for program provider scheduling & initiation of payment process.**
- **Send completed forms via inter-office mail to Chris Widmer at the Tech Group office, or Fax forms to 732-775-1394.**