



INVESTING IN YOUR CAREER

We are committed to helping you grow in your career. As part of that commitment, we are proud to offer a tuition reimbursement program.

OVERVIEW

The tuition reimbursement program offers the following features and guidelines:

- The company will reimburse up to \$\$\$\$ per calendar year for expenses related to your education (e.g., tuition, books or other coursework material).
- Your coursework must be related to your role.
- You must receive approval from your supervisor and Human Resources before enrolling.
- You must receive a passing grade in order to receive the benefit.

ELIGIBILITY

- To qualify for this benefit, you must be a full-time employee and have worked for the company for at least XX consecutive months.

HOW TO APPLY

Please let your supervisor and Human Resources know if you are interested in taking classes, completing a seminar/workshop or earning a degree. Once approved, you will receive further instructions.

CONSIDER APPLYING IF:

- You are looking to take the next step in your career.
- You want to expand the skills and knowledge you have in your current position.

For questions related to your benefits,
reach out to your Human Resources representative.



LOGO PLACEMENT