**Course Application Form** (#3-346-03)

**Employee Learning & Development – Fleming Tuition Subsidy**

Please refer to [OP 3-346, Fleming Tuition Subsidy](https://department.flemingcollege.ca/policies-procedures/attachment/624/download) for eligibility rules.

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| **EMPLOYEE INFORMATION** |
| Employee Group  | Choose an item. |
| Employee Name |  |
| Employee ID |  |
| Department:  |  |
| Position: |  |

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| **PROGRAM INFORMATION** |
| Course Name |  |
| Course Number  |  |
| Cost of Course as listed |  |

I Click or tap here to enter text. understand and accept the conditions of this tuition subsidy application as outlined in Operating Procedure #OP-3-346A, Tuition Subsidy, and Policy #3-346 – Employee Learning and Development.

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| **Employee Signature**  | **Date:**  |
|  | Click or tap to enter a date. |

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| **Manager’s Approval** |
| Name | Signature | Date: |
| Click or tap here to enter text. |  | Click or tap to enter a date. |
| Is this course or program related to the employee’s current or future responsibilities at Fleming College?  | Choose an item. |

Please send completed forms to PD@flemingcollege.ca