



Trillium
Lakelands
Occasional
Teachers'
Local

ETFO-Trillium Lakelands Occasional Teachers' Local (ETFO-TLOTL)

Professional Learning Reimbursement Application Form 2018-19

The following information must be complete and submitted before June 15th of current year:

1. A description of the programme/resource to show how it relates to education (not required for AQ or ABQ).
2. A receipt showing the Member has paid for the programme/resource.
3. A document showing the Member has successfully completed the programme. (This can be submitted later for AQs ending in June)

The programme/resource must augment the Member's knowledge and/or skills and benefit the Occasional Teacher and their students in the classroom.

Please Select the Reimbursement you are applying for:

<input type="checkbox"/>	: up to \$40 for a resource to help inform your teaching (reproducibles not eligible)
<input type="checkbox"/>	: \$200 reimbursement for the completion of an AQ or ABQ
<input type="checkbox"/>	: up to \$100 for other professional learning opportunities. (Please confirm with Local office that your programme qualifies)

Reimbursements will be paid to each applicant once every fiscal year (July 1-June 30), per category, until the fund is exhausted. All of the criteria above must be submitted and matched.

PLEASE PRINT

Name of Applicant: _____

Address: _____

Phone Number: _____ Personal (Non-Board) E-Mail: _____

Programme/Resource Name: _____

Brief Description of Programme/Resource: _____

Completion Date/Resource purchase date: _____ Cost: _____

Member's Signature: _____ Date: _____

(Please remember to include all supporting documents)

MAIL TO: TLOTL P.O. Box 104, Cameron, Ontario K0M 1G0

Email: etfo.tlotl@gmail.com

Thank you!

(FOR OFFICE USE) President's Signature: _____ Date of Executive Approval: _____
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