



### Professional Learning Subsidy Form 2022-23

- Please complete this form in its entirety. Incomplete forms will not be accepted.
- Subsidies will be granted up to a maximum of \$150 per fiscal year.
- Proof of payment and completion required.

**Applicant Information: (please print)**

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Non-Board Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

**Course / Event Information: (please print)**

Name of course or event: \_\_\_\_\_

Name of course or event provider: \_\_\_\_\_

Start date: \_\_\_\_\_ End date: \_\_\_\_\_

Registration fee: \_\_\_\_\_

**Supporting Documentation:**

Please ensure you have included BOTH (please check )

- Receipt of Course Payment (i.e., receipt from provider, copy of cheque/credit card statement)
- Proof of Successful Completion (i.e., certificate, letter of completion, OCT certificate)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only:**

Date Received: \_\_\_\_\_ Date Reviewed: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Cheque #: \_\_\_\_\_ Signing Officers: \_\_\_\_\_/\_\_\_\_\_