



Professional Learning Subsidy Form 2024-25

- 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; one subsidy per member.
- 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: _____/_____