

Thunder Bay Regional Health Sciences Centre enables employees to enhance their professional development by providing financial assistance for continuing education.

# Tuition Reimbursement Application



Applications may be granted a maximum of **\$1,000/year** to cover tuition fees for education.

Complete the application form and submit to Human Resources by **Friday February 7, 2025**. Application intake is for courses started between April 1, 2024 – March 31, 2025.

Contact Sam Spenrath at [Samantha.Spenrath@tbh.net](mailto:Samantha.Spenrath@tbh.net) or ext. **6532** if you have any questions.

Application forms can be found:

- on the Daily iNformed newsletter
- on the iNtranet under Human Resources-Employee Resources-Forms



Thunder Bay Regional  
Health Sciences  
Centre

With your application, you must include both proof of payment and proof of completion for approved funds to be released. Applications for courses not yet completed will receive conditional approval. Funds will be released only upon submission of proof of successful completion. For further information, please reference policy HR-cba-17.