

**APPLICATION  
EDUCATIONAL BONUSES FOR  
CREDIT AND NON-CREDIT COURSES**

SCHOOL DISTRICT NO. 57  
PRINCE GEORGE, B, C.  
Phone (250) 561-6800  
FAX (250) 561 - 6837



THIS APPLICATION SHOULD REACH THE HUMAN RESOURCES DEPARTMENT  
**PRIOR TO THE COMMENCEMENT OF THE COURSE.** APPLICANTS  
SHOULD REFER TO RELEVANT SECTIONS OF THE CURRENT SALARY  
AGREEMENT, AND TO DISTRICT NO. 57 POLICY

EMPLOYEE NO.  
\_\_\_\_\_

CUPE     CMAW     PGDTA     EXEMPT     PEA

**-- PERSONNEL DATA --**

NAME	DATE	MO.	DAY	YEAR
SCHOOL/WORKPLACE	OCCUPATION			
RESIDENTIAL ADDRESS/POSTAL CODE	HOME PHONE NO.			

**(USE ONE FORM FOR EACH COURSE)**

**1. CREDIT COURSE**

COURSE NAME & NUMBER	CREDITS	TUITION FEE
	<input type="text"/> <input type="text"/>	\$ <input type="text"/>
RECOGNIZED EDUCATIONAL INSTITUTION	COURSE DATE	MO. DAY YEAR
	FROM	<input type="text"/> <input type="text"/> <input type="text"/>
COURSE LOCATION		MO. DAY YEAR
	TO	<input type="text"/> <input type="text"/> <input type="text"/>

**OFFICE USE ONLY**

1. BONUS ASSESSED  
CODE 540 \$

SOURCE OF FUNDING

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**2. NON-CREDIT COURSE**

COURSE NAME & NUMBER	TUITION FEE
	\$ <input type="text"/>
TRAINING INSTITUTION	COURSE DATE
	FROM
COURSE LOCATION	MO. DAY YEAR
	TO

2. BONUS ASSESSED  
CODE 541 \$

SOURCE OF FUNDING

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**N.B. BONUS PAYMENTS WILL BE AUTHORIZED WHEN  
TRANSCRIPTS/OR PROOF OF ATTENDANCE AND ITEMIZED  
ORIGINAL FEE RECEIPTS HAVE BEEN SUBMITTED.**

\_\_\_\_\_  
APPLICANT'S SIGNATURE

\_\_\_\_\_

AUTHORIZATION OF PAYMENT

\_\_\_\_\_  
Human Resources Officer  
MO. DAY YEAR

COURSE APPROVAL