

PL COURSE FUNDING APPLICATION FORM *(for email submission)* (2018 - 2019)

Read and follow the full PETL PL Course Funding Guidelines (2018-2019) which outline how the funding works, eligibility, amounts, deadlines, and application procedures.

All conditions must be met in order for funds to be approved.

Current guidelines are accessible at www.etfopeel.com under the PL Funding tab → PETL Course Funding.

To submit this electronic application form via email:

1. **Complete** this application form online (please avoid using a Mac and/or Google Chrome due to compatibility issues).
2. **Save** this PDF file to your computer using the protocol "Lastname_Firstname_Application".
3. **Submit** this form as an email attachment to treasurer@etfopeel.com with the subject line "New Course Application".

FORWARD ALL APPLICATIONS, FORMS, AND RECEIPTS TO:

Secretary-Treasurer

via email (for electronic submissions): treasurer@etfopeel.com

via Board Courier: **Peel Elementary Teachers' Local, The Educators' Centre**
(or by post to 6435 Edwards Blvd., Units 5&6, Mississauga, ON L5T 2P7)

via Fax: **905-564-7236**

For inquiries, please contact the Secretary-Treasurer
by Phone: 905-564-7233 via email: treasurer@etfopeel.com

TO BE COMPLETED BY MEMBER

Date _____
(e.g., October 14th, 2017)

Name _____ Peel Board Email _____
(Only if different than Name)

Work Location _____

COURSE DETAILS:

Course Provider (Institution): _____ Course Cost: _____

Course Name: _____ Course Code (if known): _____

Course Start Date: _____ Course Completion Date: _____

← (Applicant - please check ✓) **I have read the PL COURSE Funding Guidelines (2018-2019)**

I _____, upon receiving the amount approved below as reimbursement for professional development and employment related expenses, agree to retain copies of all receipts necessary for tax purposes and will hold PETL harmless of all tax related liability.

FOR PETL OFFICE USE ONLY

Approved/Denied _____ Date _____

Amount Approved \$0 / **\$400** / Other \$ _____

Comments (if applicable) _____

Treasurer's Signature _____

Paid to Member \$ _____

Cheque Number _____

Allocation *Professional Development: AQ funding*

Date Issued _____

Treasurer's Signature _____