



CITY OF COACHELLA EDUCATION REIMBURSEMENT PROGRAM

The City is invested in continuing to educate and develop its workforce and encourages training, self-improvement and personal development programs.

What the City contributes:

\$5,000 per employee, per twelve (12) month period (based on a fiscal year cycle). Employees serving a probationary period are not eligible for reimbursement.

Reimbursement:

- Tuition for continuing education in non-job related courses = 50% reimbursement.
- Tuition for classes in job related courses = 100% reimbursement.
- Payment is based upon an employee receiving a grade of 2.0 or better.

The City will also reimburse employees 100% for job-related:

- College preparatory classes;
- Certifications;
- Professional licensure preparatory classes;
- Vehicle or equipment certification and/or Class A or B license fees, and renewal fees on such certifications and/or licenses.

Requirement:

Requests for reimbursement must be submitted and approved **prior** to enrolling in a course or applying for a certification, license or renewal.