



Policy Code – Version: H10 – V1	
Policy Name: Tuition Reimbursement	
Approved by motion of Board on	27/06/2011
Cross Reference Staff Training and Development	
Related Forms	

Policy Statement

1. The Ottawa Student Transportation Authority (OSTA) encourages the efforts of employees to advance their education in areas that are: directly related to their current responsibilities, relevant to their professional growth plan, contribute to OSTA's succession planning, or that are in an identified skill shortage area that supports the work of OSTA.
2. OSTA may reimburse tuition fees, in whole or in part, subject to the General Manager's approval in accordance with employee development plans and OSTA's budget.