



Tuition Refund Bursary Apprenticeship and Occupational Training

Merit Contractors Association of Manitoba recognizes the need to support employees in their career development and encourages apprenticeship and occupational training endeavors by providing tuition reimbursement bursaries to employees of member companies. This program was implemented effective January 1, 2009, and as of December 31, 2009, 80 bursaries have been paid.

Policy: Merit employees who engage in apprenticeship technical training are eligible for a \$200 bursary towards tuition for each level of training. For occupations where there is no trade training (e.g. equipment operators) employees may be eligible for a reimbursement of fees for training which furthers field occupational skills. Please contact Merit to discuss training programs outside apprenticeship training.

Eligibility Criteria

- Employee must have worked 3 months for a Merit company when entering the training program
- Employee must return to work with a Merit company for a period of 1 month following the course
- Successful completion of the apprenticeship technical training or occupational training that meets industry standards
- Application for the bursary must be submitted within 3 month of completing the training program
- Commencement of training must be after January 1, 2009

Application process

- Complete a tuition refund application form and submit to Merit Manitoba
- Include proof of successful completion
- Include a receipt of tuition payment (bursaries will be for tuition and GST only, excluding books, locker fees, etc)
- Both employer and employee must sign the application form
- Payment will be made directly to the employee or if the employer paid the tuition, the refund bursary can be paid to the employer

For further information contact Harvey Miller or Val Officer at (204) 888-6202