



## **Educational Assistance Program**

The Educational Assistance Program encourages you to pursue outside studies in order to improve job performance and prepare for advancement opportunities within the organization. The program reimburses fees to qualified Employees in approved programs. To qualify, the following applies:

- You are eligible to apply for tuition reimbursement when enrolled in an approved business-related degree program, or in a business-related course related to your present position or a reasonably predictable future position at TD Bank. This includes CFT/NECF classes.
- You must be a regular full-time or part-time Employee in a Scheduled Hours Tier of 10 or more hours per week prior to the start of the classes
- Your performance must be at a satisfactory or better level
- If you are in an approved Associate's or Bachelor's degree program or course or CFT/NECF class, the maximum reimbursement allowance is \$2,500 per calendar year
- If you are in an approved Master's degree program or course, the maximum reimbursement allowance per Employee is \$4,000 per calendar year.
- All courses must be approved within 15 days of the first day of class to qualify for reimbursement.
- You must receive a final grade of "C" or better (or Pass if taking a Pass/Fail class)
- Reimbursement is for tuition only; books, application fees and registration fees are not eligible.

For more information on how to apply for Educational Assistance, please contact TD University or consult your Human Resource Business Partner.