



BE WELL | BE PREPARED | BE CONNECTED



Headed to class?

We've got your back with tuition assistance

What is tuition assistance?

Continuous learning is a priority at ECU Health. Offering team members tuition assistance is just one of the ways we offer to support you in your own continuous education.

How can it benefit me?

At ECU Health, our vision is to be the national model for rural health and wellness. Continuous learning can benefit you, too, by offering continuous growth and development. This translates into you being able to achieve your own professional goals as well as to be on the promotion track at ECU Health.

What you need to know:

- ▶ Tuition assistance supports team members who want to continue their education through voluntary, off-the-job instruction.
- ▶ Degree and coursework at a recognized **Regional Accrediting Organization** should relate to a team member's current position or some future position within the health system.
- ▶ Grades of a C or above are eligible for tuition assistance.
- ▶ At completion of the course(s), team members still must meet all eligibility standards to receive payment.
- ▶ You must meet all eligibility standards at the time of processing to receive payment and a 24-month work commitment is required from the date payment is received. Tuition Assistance will be direct deposited within 4-6 weeks after process completion. You will receive email notification once processed.
- ▶ **If you have questions, please contact HR Services at 252-816-7446 or www.AskPhin.com.**

What you need to do:

- ▶ **Think** about your future goals.
- ▶ **Review** the ECU Health **Tuition Assistance Policy**.
- ▶ **Identify** coursework at an accredited two- or four-year college or university that can help you grow and develop to reach those goals.
- ▶ **Meet** with your supervisor to gain input and support for your plan.
- ▶ **Contact** ECU Health HR Services to assure the degree, major and coursework are eligible for tuition assistance.
- ▶ **Enroll** in coursework.
- ▶ **Submit** necessary paperwork for reimbursement.

For additional information or to get answers to your questions, contact HR Services at 252-816-7446 or AskPhin.com.