



October 3, 2018

**IMPORTANT UPDATE
ON TUITION
ASSISTANCE BENEFIT**

Dear Service/Maintenance and LPN Members,

I'm writing to tell you about a temporary change to our Tuition Assistance program.

Tuition Assistance is the most popular education benefit among Training Fund members and it's one that we are proud to offer. This funding helps relieve your school-related costs so you can focus on your studies and be successful in school. It pays for tuition, books, and other fees for approved education programs.

This year we have received an overwhelming number of Service/Maintenance and LPN workers requesting funding to return to school. As a result, our Tuition Assistance budget has been spent early. **For the remainder of this year, we will not be able to fund any new enrollments of Service/Maintenance and LPN workers in our Tuition Assistance program effective immediately through December 31, 2018.**

If you are already receiving Tuition Assistance from us in 2018, I would like to assure you that you will continue to receive funding until you successfully complete your program. Our primary financial commitment is to those members who are already enrolled in the Tuition Assistance/Career Counseling program, so they may complete their program as intended.

This change does not impact the other benefits available to you through the Training Fund. You still have access to a variety of Education Services benefits including:

- Tutoring
- Career counseling
- Funding for professional development activities and Continuing Education Units
- Access to workshops and programs like basic computers and ELL
- EVS CHEST program (for Swedish Medical Center members)

Tuition Assistance benefits for Service/Maintenance and LPN workers will be available again on January 1, 2019. Given the high level of Tuition Assistance usage, beginning in 2019, the Training Fund will start using a wait list for members who want to use their Tuition Assistance benefit. All applications will be ranked and funding slots will be given to members based on worksite seniority. If you plan to attend school in 2019, I encourage you to speak to a Training Fund Navigator and submit your application for Tuition Assistance. An outline about this process will be made available in December, so please check our website.

Going back to school with the Training Fund is life changing for many of our members and we are committed to helping you achieve success in the classroom while continuing your work. We look forward to continuing to serve you as you pursue your education and career goals.

If you have any questions, please contact the Training Fund office, at (425) 255-0315.

A handwritten signature in cursive script, appearing to read "Laura Hopkins", with a long horizontal flourish extending to the right.

Laura Hopkins
Executive Director