

NUMBER: 302

SUBJECT: EMPLOYEE EDUCATION ASSISTANCE PLAN – NURSING

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302.1 – NURSING EMPLOYEE EDUCATION ASSISTANCE PLAN

As a local strategy to address the national faculty shortage of Master's prepared faculty nurses, Bridgerland Technical College (BTECH) will allocate approximately \$10,000 each year to the Nursing Employee Education Assistance Plan. The funds have been categorized for use by full-time employees (\$7,000 available annually) and part-time employees working 20 or more hours per week (\$3,000 available annually).

These funds can only be used for tuition and fees. BTECH will determine the actual award amount when developing and approving the employee's education assistance package. The maximum annual award per person is \$7,000. Recipients may receive up to four (4) reimbursements (if funds are available) but may take five (5) years to complete a nursing program from the date of receiving their first reimbursement. Because the plan is not guaranteed renewable, recipients must reapply each year. Applying for the plan does not guarantee an award.

302.2 – CRITERIA

Baccalaureate prepared nursing faculty will be eligible to apply for consideration if he/she is:

- a registered nurse,
- a member of a professional nursing association or organization,
- employed with BTECH a minimum of 20 hours per week,
- has completed six (6) successful months of employment at BTECH in the Nursing Program.

302.3 – APPLICATION PROCESS

Applications can be obtained from the Nursing Department. Complete applications, including all support materials, must be received no later than July 1.

Tuition amounts not to exceed the award amount will be reimbursed to the scholar within 30 days of receipt of registration. Unsuccessful completion of a course(s) will require the refund of the money received for the course(s) within one (1) calendar year.

302.4 – OBLIGATION

Acceptance of the plan funds requires the employee to successfully complete the course(s) with a C+ grade or better and complete the nursing program in five (5) years from the date of receiving their first award.

Plan recipients will be contractually obligated to complete three (3) years of post-graduation service with BTECH. Salary renegotiation will not be considered until successful completion of the post-graduation contractual obligation time of service. Cost-of-living pay increases provided to all other College employees each year, if any, will be provided to plan recipients. Employees wishing to terminate their employment with the College before completion of the post-graduation obligation time of service will be required to pay a prorated portion of the plan funds back prior to termination. Failure to repay will result in the remaining balance being sent to collections.

If a participant fails to fulfill their contractual teaching obligation, complete the nursing program within a five (5) year period, or drops out of the nursing program, he/she will be required to refund a prorated amount of dollars received from this program.