WQSB/WQTA PIC NON COURSE TUITION REIMBURSEMENT CLAIM
2023-2024

Name: _____

School: _____

Please note that all PIC reimbursements will be made by Direct Deposit by the WQSB. The reimbursement will not be made on your regular pay

Please ensure to have included the following for your reimbursement to be completed correctly:

1. Provide proof of payment for the class taken. PLEASE note that the PIC will not reimburse any claims for textbooks, manuals, workbooks, membership fees or exams (i.e. proficiency).
2. Provide proof of course completion/certificate

Course

Course Title: _____

Institution: _____

Course Began: _____/_____/_____ Course Ended ____/____/___
DD MM YY DD MM YY

❷ Tuition $_____ (maximum $1000)
Please attach original receipts

Applicant's Signature: _____ **Date:** ___/___/___
DD MM YY

Please **Mail or send electronically** this claim to WQTA at:
wqta-aeoq@wqsb.qc.ca
183 Ch. Freeman, #102, Gatineau, Qc. J8Z 2A7