

## **Professional Development Reimbursement Important Dates**

**Applications must be submitted prior to the start of the conference/course and before the deadline/funding date closest to the beginning of your conference/course.**

You have 30 days from completion/attendance of conference/course to grades, submit receipts, etc. for professional development reimbursement to Shelia Waddy, ARC.

<b>COURSE/CONFERENCE APPLICATIONS SEMESTER DATES</b>	<b>NOTIFICATION DATES</b>
<b>July 1 – December 31</b> <i>(one course or conference per semester)</i>	<b>Monthly</b>
<b>January 1 – June 30</b> <i>(one course or conference per semester)</i>	<b>Monthly</b>

*Thank you,  
The Professional Development Reimbursement Committee*