

**LETTER OF AGREEMENT BETWEEN MARIANOPOLIS COLLEGE AND THE MARIANOPOLIS COLLEGE  
STAFF UNION (CANADIAN UNION OF PUBLIC EMPLOYEES LOCAL 5448)**

Considering the intention of the parties to grant reimbursement for tuition fees, in the specific case of continuing education activities initiated by the employee and directly related to the needs of the position held;

The parties agree to add the following clause to article 16.8 relating to expenses:

An employee who has voluntarily taken and completed continuing education in a program and institution accredited by the Ministère de l'Enseignement supérieur, in a specialization required or similar for the job classification as determined by the College, and who has been employed by the College for at least two (2) years, shall be reimbursed for mandatory educational expenses incurred, subject to the financial availability of the College and upon presentation of proof of successful completion of the program.


Reimbursement details:

- Reimbursement is available only for expenses that exceed the amount already allocated annually by the College's internal policies for professional development.
- An employee who wishes to obtain a reimbursement must complete the form prescribed by the College for this purpose.
- An employee who is no longer employed by the College within twenty-four (24) months following reimbursement of educational fees shall repay the entire amount incurred by the College through this provision. The amount to be reimbursed shall be reduced in proportion to the months worked after reimbursement (pro rata of twenty-four (24) months worked), until the amount payable reaches zero.
- The amounts thus due shall be deducted from the amounts paid in salary and benefits upon the employee's departure. Should the amounts due exceed those paid on departure, the employee shall undertake to repay the balance within sixty (60) working days of termination of employment.

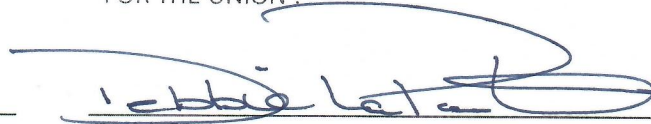
In witness whereof the parties have signed in Westmount, QC this OCTOBER 26, 2023.

FOR THE COLLEGE :

  
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Joanne Gagné

  
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Alina Cernea

FOR THE UNION :

  
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Debbie LaPointe

  
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Adrian Gabriel