



**University
of Victoria**

**CUPE LOCAL 951
CAREER DEVELOPMENT
APPLICATION FOR FUNDING
As per Article 26.08**

NOTE: *This application must be submitted prior to starting the course. Please send the completed application to hrrassistant@uvic.ca*

TO: Career Development Committee
c/o Human Resources

DATE: _____

NAME: _____

POSITION: _____
continuing positions only as per Article 1.02

EMPLOYEE # _____

DEPT. _____

PHONE: _____

COURSE INFORMATION:

Course Name _____ **Credits** _____

Start Date _____ **End Date** _____

Institution _____

Course Fees (student activity fees not funded): \$ _____

Required texts/course materials \$ _____

TOTAL \$ _____

If course is scheduled during working hours, please ask your Department Head to sign below to indicate that leave from the workplace has been granted. See Articles 26.06 and 26.07 of the Collective Agreement.

Department Head

CAREER DEVELOPMENT: *The Career Development Fund was established to provide regular employees with opportunities for career development within the University's work force that are not directly related to their employment in their existing department. For more information, please refer to Article 26.08 of the CUPE 951 Collective Agreement: (page 48)*

Please give a brief description of the course:

Briefly describe your career goals:

Describe how the course relates to your career goals within the University: