Cumberland Local

NSTU

Professional Resource Fund Application Form

Date of Application:

_____

Name:	Professional #
Teaching Status – Permanent/Probationary/Term:	
School /Site:	Phone:
Home Address:	Phone:
Postal Code:	
Non-Employer Email:	
Title/description of resource:	
Outline how the resource will benefit your teaching:	

Complete ONE :

o The resource has been purchased	*Unrecovered cost (attach receipt): $_____	
o I am seeking approval for this resource?	*Estimated cost $_____	Executive use only o Approved o Not approved

*All costs must be shown in Canadian funds.
Submit application with receipt (if purchased) to any member of the Local Executive, or mail to:
Cumberland Local Secretary, 38 Havelock Street, Box 6, Amherst, NS B4H 1X0
<u>Deadline for receipt of applications: June 1st</u>

Conditions and Restrictions:

1. Approval to purchase professional resource material shall be available to active NSTU members.

2. Professional Resource material is defined as those materials to be used by teachers to support their professional goals; these materials are not to be used directly by students.

3. Approval of Professional Resource Fund applications shall be at the discretion of the Local Executive.

4. Professional resources may be in hardcopy or electronic form. Examples of resources include: Magazine subscriptions, on-line sites related to Education, professional books and texts, etc.

5. The Professional Resource Fund may assist members with unrecovered costs of Professional Resource materials to a total of $100.

6. Members may make one application per school year.

7. Members may submit a completed application, including receipt(s), or request pre-approval for a purchase.

8. The completed application form shall be received by any Cumberland Local Executive Member up to June 1st in any school year. All receipts must be received by the Local Executive by June 1st in the school year of the application.

9. Materials purchased shall be for the professional use by the NSTU member and remain the property of the member.