


Tuition Reimbursement

THINKING ABOUT ADVANCING YOUR CAREER?

Asante provides immediate Tuition Reimbursement for CNA1 and CNA2 courses, as well as LPN, ADN, & BSN programs to eligible employees! Fill out the form and get approval 10 days before you start to ensure reimbursement eligibility! Type in "Tuition Reimbursement" into myHR for more details or use the link in step 2 below!

- PART-TIME EMPLOYEES: UP TO \$1,500/YEAR
- FULL-TIME EMPLOYEES: UP TO \$3,000/YEAR

Tuition/Certification Reimbursement Request



*Complete this form for reimbursement of eligible coursework, certifications or re-certifications.

*Approval from the Benefits Department is **required 10 days prior** to beginning a new term, class, or certification course.

Employee Reimbursements are paid by direct deposit through payroll on your next regular paycheck

Request must be SUBMITTED & APPROVED prior to 10am Thursday the week PRIOR (off pay week)

[Policy](#)
[Procedure](#)

EMPLOYEE SEARCH

Select Employee *

Document Number *

- 1** Gather all course information in preparation for Reimbursement request application.
- 2** Submit a Tuition Reimbursement request online [here](#) (hold ctrl & click). Once submitted, wait for approval.
- 3** After approval, start and complete your course!
- 4** Submit course completion forms or grades to the Tuition Reimbursement team
- 5** Get paid! Reimbursement will be paid out on the following check.

Questions?

Contact the Tuition Reimbursement team

541-789-4551
TuitionReimbursement@Asante.org

Contact our local Recruiters!

Please note that the phone number below is the main Talent Acquisition line where you may request to speak with a Recruiter that aligns with your specific job needs!

541-789-4757
Asante.Employment@Asante.org
Nursing@Asante.org