



# Educational Assistance Program

Are you considering furthering your education or going back to school?

Eligible RFB employees are able to receive up to

# \$10,000

annually in educational reimbursement



## PROGRAM REQUIREMENTS:

- One year of service with Reyes Family of Businesses (RFB), benefits-eligible, non-union (unless benefit was bargained for), and acceptable job performance.
- Annual benefit is \$10,000 per calendar year, first \$5,250 will be non-taxable. Eligible expenses include course-specific tuition, fees, and books.
- Eligible courses include: GED, and vocational, undergraduate, and graduate degrees that support employee's career at Reyes (including certifications and licenses). Must be taken through an accredited institution of learning, including a two- or four-year public or private college or university, business, technical or vocational school, GED program, or similar programs. Online courses must meet the same requirements. Course must be approved by manager and HR prior to registration.
- Grades must meet A, B, C or equivalent classification.
- Employees will be reimbursed after course is completed and received a grade of C or above (or equivalent).
- Employee will be required to repay the Company if they leave within 24 months

This program is effective July 1, 2022 for all U.S.-based RFB employees



Visit the Employee Center (financial wellness section) or scan the above QR code to find the full program policy & application form

TO APPLY: FILL OUT THE FORM FOUND AT THE END OF THE POLICY AND SPEAK TO YOUR MANAGER/LOCAL HR REPRESENTATIVE