

Sent: Fri 9/7/2007  
From: HUCTW Ed Fund  
To: HUCTW Membership  
Subject: Education Fund Workshop and Summer Education Fund Deadline

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Dear HUCTW members,

The following email contains several updates about our Union's Education Fund.

**Summer Semester Application Deadline:**

- The deadline for submitting an application to the HUCTW Education Fund has been extended to **Friday, September 14th**. Application forms and guidelines are available on our website at: [www.huctw.org](http://www.huctw.org)
- For any application to be considered, it must be received by mail or fax at the HUCTW Office by 5:00 p.m on September 14.

**Summer TAP eligibility:**

- If you took a summer course that started after July 1, you may be eligible for a 90% reimbursement through the University's Tuition Assistance Plan (TAP). Please go to HARVIE→Learning at Harvard → Education Assistance Programs for information to determine if your course is eligible.
- If you find that you are eligible for a reimbursement from TAP, please send an e-mail immediately to update your Education Fund application--this will speed up your Ed Fund reimbursement: [edfund@huctw.org](mailto:edfund@huctw.org).

**Education Fund Workshops:**

- We will be hosting several lunchtime workshops to explain all the recent changes to the HUCTW Education Fund and to TAP. If you already registered for a course this fall, or are planning to take a class either at Harvard or outside of Harvard and have any questions about how the new Tuition Assistance Plan will work, or which of the funds you should apply to, we strongly encourage you to attend one of the trainings.
- If you are interested in participating, please send an email to the [edfund@huctw.org](mailto:edfund@huctw.org) with "workshop" in the subject heading. Please let us know which of the sessions you are most interested in attending. Space is limited, and is on a first-come, first-served basis.
- The dates for the workshops are:

Cambridge:

*Center for Workplace Development (CWD), 124 Mt. Auburn St, 3<sup>rd</sup> flr*

Tuesday	Sept. 18	1:00 - 2:00
Friday	Sept. 21	12:00 - 1:00
Friday	Sept. 21	1:00 - 2:00

Longwood Medical Area:

*School of Public Health, Kresge Building, Room 209*

Wednesday	Sept. 19	12:00 - 1:00
Wednesday	Sept. 19	1:00 - 2:00

- You must RSVP to attend (see bullet #2 for details).