



## **FACT SHEET: Association of Ohio Health Commissioners, Inc. Tuition Reimbursement Initiative 2024-2025**

The Association of Ohio Health Commissioners, Inc. (AOHC) has received word from the Ohio Department of Health that we can extend the Tuition Reimbursement initiative under the WFD24 grant funds to continue to support Local Health Department (LHD) workforce development. Because the funds will be coming from the WFD24 grant, AOHC must adhere to the timeframes for this funding. The federal grant period for these funds started 12/1/2022, which is what dictates the changes for our new funding period.

These funds are to support LHD employees who wish to further their education, enhance current skills, and/or prepare for future responsibilities and roles in public health. Funds are available to support college/university course work or professional courses that lead to a degree or professional certification/professional designation that benefits their agency. On-going continuing education offerings are **outside** the scope of this grant.

### **Quick Facts:**

#### **WHO:**

- Any current LHD employee can apply as long as the coursework meets the required time period.

#### **WHAT:**

- Maximum reimbursement: \$10,000 total (per employee) between the AOHC 2023 Initiative and the 2024-2025 Initiative and may include tuition, course fees, and required books.
- Coursework relevant to public health employment for undergraduate, graduate or post-graduate degrees, including required electives.
- Courses, review courses, and required exam fees leading to a certification or professional designation relevant to work in public health are also acceptable, e.g. Certification in Public Health, CHES, REHS, Lactation Counselor, etc.
- Reimbursement can only be requested for fees paid by the individual. Reimbursement cannot be made for costs paid by scholarship, grant, or other source for which the student ultimately has no obligation for payment.

#### **WHEN:**

- Multiple semesters may be submitted on one application form if all courses are completed or currently in progress at the time of submission. A new application must be submitted for each reimbursement request.
- Applications will be accepted through June 10, 2025 or until funds are depleted, whichever comes first.
- Eligible coursework includes courses successfully completed between December 1, 2022 and June 30, 2025. Student must have passed with a letter grade of "C" or better or received a "Pass" or "Completed" designation for the course.



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**“FINE PRINT”:**

- Upon acceptance of tuition reimbursement under this program, the LHD staff member agrees to complete 2 years of service to their LHD or another Ohio LHD.
- Health Commissioners must approve the application and are responsible for reporting to AOHC any employee who does not fulfill the 2-year work agreement.

The Policy and Procedures and Application form are available on the AOHC website at [https://associationdatabase.com/aws/AOHC/pt/sp/members\\_10](https://associationdatabase.com/aws/AOHC/pt/sp/members_10) and outline the process in more detail.

Applications can be submitted via Survey Monkey:

<https://www.surveymonkey.com/r/TuitionApplication2024-25>

For more information, contact Kathy Luhn at: [aohctuition@gmail.com](mailto:aohctuition@gmail.com) or 567-242-4838.