



Guidelines for Code Official Accreditation Program Scholarship Reimbursement

Upon *successful completion*¹ of each quarter of the Code Official Accreditation Program scholarships for enrollment fee reimbursement will be awarded to students.

The amount of each scholarship will be determined by the student's current employment status and whether or not they are getting funding support from their employer. Documentation will be required showing an employee has requested their training (or portion of) be paid for by their employer and their employer's response.

For students currently employed and are receiving partial funding from their employer of at most one third of the enrollment fee, WABO will also reimburse up to one third of the enrollment fee.

For students currently employed but are not receiving financial support from their employer, WABO will reimburse up to 50% of the enrollment fee.

For students who are not employed and not receiving financial support from any other source, WABO will reimburse up to 50% of the enrollment fee.

Reimbursements will be distributed upon *successful completion*¹ of each quarter of active participation. An application must be completed and sent to the WABO Office within 30 days after the completion of each quarter. After WABO has reviewed the student's application and found it to be successful, WABO will mail the student a reimbursement check.

Washington Association of Building Officials
P. O. Box 7310
Olympia, WA 98507
Or email: wabo@wabo.org

¹ *Successful Completion* is considered earning a 2.0 (C) or better grade.



Application for WABO COAP Reimbursement Scholarship

(Please submit a request for each quarter)

Name _____

Address _____

City _____ State _____ Zip _____

Phone number _____

Email address _____

Employer _____

Grade Received _____ For Quarter Ending _____ 20 _____

Reimbursement of fees – please check one

____ My employer is paying part of my tuition fees (1/3 reimbursed)

____ My employer is not paying any of my tuition fees (1/2 reimbursed)

____ I am not receiving financial assistance for tuition fees (1/2 reimbursed)

Total amount requested: _____ Employer Training Request Documentation

I attest that I have *successfully completed*² a quarter of training in the WABO Code Official Accreditation Program (for the quarter ending shown above) and am requesting reimbursement for this quarter of training.

Signature

Date

² *Successful Completion* is considered earning a 2.0 (C) or better grade.