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	Revised:	June 1, 2021

Professional Development

Ringling College recognizes the need to encourage professional development of employees through participation in approved training and development activities and will allow employees to spend part of their workdays attending courses and activities which are job-related and which are approved by the supervisor.

The College also provides opportunities for on-campus training. From time to time, meetings are held to provide training in skill development, communication, new business concepts, and human relations.

Institutional Grants for Employee Development

The College encourages its employees to participate in the professional growth and enrichment program by providing financial assistance in the form of grants to qualified persons. Requests for grants are to be put in writing to the Director of Human Resources according to the guidelines and procedures established by the Office of Human Resources. The specific deadlines and procedures are available from the Office of Human Resources.