



DECEMBER 2017

E-NEWS FROM THE MON VALLEY ICD

Greek philosopher Plato said, “The beginning is the most important part of the work”. This month, the Mon Valley ICD begins the work of planning for 2018. The Winter/Spring Education and Training Catalog of Custom Courses will be available mid-January with classes open for registration on the website. There will also be classes *and* special events added throughout the months (not in the catalog) that will be advertised on our website, in Facebook posts, promoted through the USW Locals and in upcoming e-newsletters.

When you visit our website [www.monvalleyicd.com](http://www.monvalleyicd.com) you’ll see a fresh look and additional pages-with more information about the ICD Programs, policies, and updates. Many of the features are now more view-friendly, like the calendar. This is the best resource to stay in-the-know about the happenings through the Mon Valley Institute for Career Development.

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***HAVE AN IDEA FOR A CUSTOM CLASS?*** The ICD Policy requires that a minimum of 5 Active USW employees are registered for a class to run. Many new classes are employee initiated! We are also seeking talented instructors who can bring their skills to our USW members! Please contact the ICD coordinator with class ideas or instructor referrals.

#### TUITION ASSISTANCE -DEADLINE FOR REIMBURSEMENT

Just a reminder that if you are currently enrolled in a program or have taken courses through an accredited program in 2017 (Credit and Non-Credit), all invoices should be submitted for reimbursement by December 18, 2017. Please contact the ICD Coordinator to schedule a time to have your documents reviewed and sign your voucher. This will expedite the process to assure a timely reimbursement.

ICD HOLIDAY CLOSING: DECEMBER 22, 2017- JANUARY 1, 2018



***Learning. Your Benefit for Life!***

Mon Valley Institute for Career Development

Phone: 412-460-0390

***Serving the Mon Valley Works***

***Locals 1219, 1557, 2227, 2227-01***



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