

2026 CPE FUND REIMBURSEMENT APPLICATION FORM

SECTION I – REGISTRANT INFORMATION

FIRST NAME: _____ LAST NAME: _____ PHONE: _____ EMAIL: _____

STREET/BOX NO: _____ CITY/TOWN: _____ POSTAL CODE: _____

SECTION II – EVENT/COURSE INFORMATION

TOPICS APPROVED FOR 2026

- Leadership
- Strengthening skills or Competencies
- Career growth/professional effectiveness

NAME/TITLE OF EVENT/COURSE: _____

EVENT/COURSE PROVIDER: _____ WEBSITE: _____

DATE(S): _____ COST: _____

SECTION III – FINANCIAL INFORMATION

What amount are you applying for? (max. \$500) _____

Have you received financial support from other sources? _____

SIGNATURE: _____ DATE: _____

SECTION IV – APPLICATION GUIDELINES

Procedure: Submit application to info@cmlpsk.ca

Subject Line: 2026 CPE Fund Application

- Only 1 application per event/course
- 2 draw periods. Spring (Jan 1 – May 31) and Fall (June 1- Oct 31)
- Deadline: Spring - May 31 and Fall – October 31

Required Documentation:

- Completed application form
- Scanned pdf copy of:
 - The receipt for payment, and
 - Evidence of attendance or course completion
 - VOID or specimen Check

Selection procedure:

- A lottery system will be used.
- Names will be drawn from all eligible applications to the budget limit for each draw.

Notification and Disbursement:

- Successful applicants will be notified within 1 week of deadline for each draw period.
- Successful applicants will be paid by EFT.
- Unsuccessful applicants will not be notified.
- Disputes will be reviewed by the Professional Practices committee.

