

EDUCATION ASSISTANCE FOR DEPENDENTS

The Employer, at the discretion of the Head of Mission, may reimburse Employees up to a maximum of R2,342 for costs arising from dependents attending school.

For the purpose of this benefit school is defined as including kindergarden to undergraduate study at university, and it also includes technical or other vocational training; dependent is defined as a child under age 23 or a spouse who is pursuing education through college or university at undergraduate level in fields that will enhance family economic well being.

The following expenses are eligible for reimbursement and must be supported by school documents and/or invoices:

- (a) basic tuition for required courses;
- (b) costs for books required by the school which are not provided by the education system;
- (c) fees such as laboratory, library, registration, and examination which are required by the institution;
- (d) costs of daily transportation to and from school, fully itemized;
- (e) costs for periodic public transportation to and from boarding school, fully itemized.
- (f) costs for required uniforms which may include for:

GIRLS: two summer school dresses, or two blouses and two skirts
 two gym tunics or two dungarees
 two winter tunics and two blouses
 one blazer
 one tracksuit
 one school jersey

BOYS: two summer safari suites or two pairs of shorts and two shirts
 two pair of winter long trousers
 one blazer
 one tie
 one tracksuit
 one school jersey

The following costs are not eligible for reimbursement:

- a) child care costs, nursery schools, etc.
- b) extramural activities such as tennis, swimming lessons, etc.
- c) elective enhancement programs such as ballet, music, etc.
- d) classroom supplies such as pencils, paper, etc.

Should money be returned to the Employees by the educational institution at any time during the year, it must be returned immediately to the administration of the Mission.

