

**June 4, 2024**

**Employee Education and Professional Growth Opportunities -- Updates**

Dear Colleagues,

NMT remains committed to encouraging and supporting employee education and professional growth. In order to support this effort, we are increasing the tuition subsidy for regular full-time or part-time employees (or their spouse or dependent children) from three (3) credit hours to **up to six (6) credit hours** per semester of courses offered at NMT. This includes up to three credit hours per semester for work-related professional development and three credit hours per semester for other New Mexico Tech courses.

However, effective Aug. 1, 2024, for the fall 2024 semester and beyond, New Mexico Tech is rescinding the [Interim Policy Tuition Reimbursements for NMT Employees](#) that reimburses employees for job-related coursework completed at other colleges and universities. The interim policy, which went into effect in February 2023, had reimbursed employees for successful completion of up to three credit hours per semester.

HR will provide more information and an updated Tuition Waiver Form by Aug. 1. Please see the current guidelines in "Policy 21 Employee Benefits" in the [Employee Handbook](#).

NMT also provides numerous opportunities for professional growth through conferences, workshops, trainings, etc. Please consult your supervisor on these options.

If you have any questions, please contact Human Resources at x6935 or email [hr@nmt.edu](mailto:hr@nmt.edu).

Warm regards,

Mahyar and the President's Executive Cabinet