

**316 License Fees**

*Effective Date: 05/07/2018*

If a professional license or certificate is required for the performance of your job duties, then we will pay the following license fees:

- 100% of the license fee if you are full-time.
- pro-rated share of the license fee dependent on your part-time hours if you are part-time.

For purposes of this policy, a determination as to full-time or part-time will be made as of the start of the calendar year.

We will pay dues in a single state/national association for each department, as approved in the annual budget.