

CORPORATE ORDER #0812.1
OF
THE CORPORATE COMMISSION OF THE
MILLE LACS BAND OF OJIBWE

The undersigned, the Commissioner of Corporate Affairs of the Corporate Commission of the Mille Lacs Band of Ojibwe, a corporation and political subdivision of the Mille Lacs Band of Ojibwe ("Commission"), hereby adopts the following Corporate Order effective this 2nd day of August, 2012.

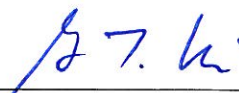
WHEREAS, the Commissioner of Corporate Affairs shall issue regulations and other directives in the form of Corporate Orders to accomplish the Commissioner's corporate duties and responsibilities; and

WHEREAS, the Board of Directors previously approved the latest revisions to Education and Performance – Tuition Payment (the "Policy") on January 29, 2009, which outline the eligibility and criteria for tuition payment by the Company; and

WHEREAS, based on current company culture, the policy requires the revision of this benefit (see attached Exhibit A).

NOW THEREFORE BE IT ORDERED, that the Commission adopts the amendment to the Policy as described in attached Exhibit A, and that for calendar year 2012 the date referenced in Section III, Paragraph A within shall be September 1.

IT IS SO ORDERED,



Gail T. Kulick
Commissioner of Corporate Affairs

Exhibit A

Corporate Commission of the Mille Lacs Band of Ojibwe Indians
Policy and Practice Manual

Section: Education and Performance	Number: 90.007A Page: 1 of 3
	Issue Date: 7/17/2003
Procedure: Tuition Reimbursement and Assistance Program	Revision Date: 8/02/2012
	Approval: <i>[Signature]</i>

I. Purpose

To encourage associates to further their education in subjects which are related to their current jobs, a promotional opportunity or Company related field.

II. Policy

The Company will pay for the cost of an approved course at an accredited higher education college or university which can be of direct benefit to the organization. Payment cost includes tuition, required books and lab fees. The Company will provide tuition reimbursement assistance, under the criteria set below, to all eligible full-time (35 hours or more) and part-time (34 hours or less) associates who have completed a minimum of one year of continuous service before being allowed to participate in the program.

The maximum amount each Associate may be eligible for is as follows:

1. \$9,000.00 for each year of undergraduate studies; and
2. \$12,000.00 for each year of post graduate studies
3. The lifetime maximum for each Associate is \$20,000.00

Any Associate who receives tuition assistance from the Company shall be required to sign a Promissory Note to the Company for the full amount of the tuition assistance. The promissory note is forgiven when the Associate completes three years of employment with the Company after the completion of the education classes for which the tuition assistance was paid. If the Associate resigns or is separated for cause prior to completing the required three years employment, the promissory note is due and payable immediately.

Distance learning or correspondence courses can be requested if offered through an accredited educational institution. These courses should be completed six months from the date of registration.

III. Practice

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Section: Education and Performance	Number: 90.007A Page: 2 of 3
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- A. By July 1, all Associates interested in receiving tuition reimbursement funding for tuition, books and technology fees submits a tuition reimbursement letter requesting tuition reimbursement funds.
- B. The Tuition Committee, which is appointed by the General Managers, meets the last week of July to review all tuition reimbursement letters. Acceptance is based on:
1. The course(s) are at an accredited Higher Education College or University which can be a direct benefit for the organization.
 2. A Career Development Plan should be in place and attached as documentation of the Associates goals and commitment to professional development.
 3. Associates must complete the FAFSA (free application for federal student aid) process prior to submitting their scholarship request. Documentation of FAFSA application must be included with tuition reimbursement application.
 4. The company will reimburse for expenses after federal aid, grants and other scholarships have been applied.
 5. Prior to applying for tuition reimbursement monies, Associates must have demonstrated an overall minimum performance rating of “meets standards” on their most recent performance evaluation.
 6. Associates must have no written counseling notices six (6) months prior to tuition reimbursement application submission.
 7. After tuition reimbursement approval, Associates must demonstrate “meets standards” performance and attendance during the time that they are attending the approved classes.
- C. All tuition reimbursement letters will be reviewed based on the above criteria.
- D. Approval and denial will be determined by the Tuition Committee and notification will be sent to the Associates the last week of July.
- E. The Tuition Committee will disperse the determined tuition funds amongst the approved participants of the program.
- F. Tuition reimbursement monies will be available in November following the completion of the classes for approved Associates meeting the following criteria:

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1. Are currently employed with the Company and maintained a “meets standards” or better in performance and attendance.
 2. Provide proof of course completion with a grade of “C” or better.
 3. Complete an expense report with supporting documentation or invoice for requested reimbursement.
- G. If the Associate fails to “meets standards” or better on performance and attendance while attending classes, no tuition reimbursement funds will be awarded at the completion of the classes.