**Sample script/text for staff meeting announcement**

Over the years, we’ve been impressed with the grit and determination demonstrated the many employees who have earned a degree while simultaneously working for <company name.> They’ve provided unique contributions to our company as they’ve expanded their skills, while demonstrating their capacity for hard work, commitment, and discipline.

We also recognize how hard it is for full-time employees to dedicate themselves to both work and advanced educational pursuits. This is why we’re announcing today the expansion of our support for employees who wish to devote the time and energy to degree attainment while continuing their careers at <Company name.>

We will be sending out an email to all eligible employees later today detailing all of the specifics, but here are a few top-line items you should know. Starting on launch date, <company name> will offer:

<Tuition benefit detailed here>

<Books, supplies, and fee support detailed here>

<Wraparound services such as mentorships, stretch assignments, etc. Detailed here>

If you’re interested, there are some important details you’ll want to know, and all of that will be covered in the email that’s coming out later today.

One of the things I’m most proud of working at <company name> is our ongoing commitment to the well being of our employees. This program is a testament to that commitment.