

PSIA-AASI Certification Wage Increase & Reimbursement Guide

Please email your PSIA-AASI Certifications to rebecca.romano@vailresorts.com and include the following:

- First and Last Name
- Email
- Employee ID
- POD (BCA, BCC, BCCC, BCASB, BCCSB, BCN or Other)
- Full Time or Part Time Status
- Certification Attained
- Date Attained
- Image of Certification, Certificate or Scorecard
- Certification Receipt for reimbursement



Please note the following when you submit your materials:

- The following increases will take effect on the first day of the next pay period following the date when proof of Certification, Specialist, or State Teaching License is submitted to Rebecca Romano.
- Remember that it is YOUR responsibility to provide documentation in a timely manner.
- Wages will not be retroactively adjusted.
- Before taking any certifications, please talk with your location manager and the administrative team regarding pay increases or reimbursement.
- If you submit on the last day of a pay period, you may not receive your changes in the following pay period. Our team needs time to process the certificate information.
- If you qualify for reimbursement, it will show up on your next pay stub and pay advice, depending on the date you submitted your materials.

Refer to the [Vail and Beaver Creek Instructor Field Guide](#) for more information.