EMPLOYEE EDUCATIONAL ASSISTANCE PLAN

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ELIGIBLE EMPLOYEES
For the purposes of this summary, the term “Company” means any affiliate or subsidiary of FirstEnergy Corp. to which the FirstEnergy Employee Educational Assistance Plan (the “Plan”) has been extended (see section entitled “Participating Employers”).

All full-time regular non-represented employees of the Company are eligible to participate in this Plan. Co-ops/Interns are not eligible to participate in this Plan. Bargaining employees should refer to their respective labor agreements to determine eligibility.

Generally, bargaining employees in the Power Systems Institute (PSI) program are eligible to participate in this Plan with reimbursement/payment provisions as set forth herein or as modified by any agreement with a participating educational institution.

INTRODUCTION
The following description of the FirstEnergy Employee Educational Assistance Plan has been prepared to help you gain a better understanding of the terms and conditions of this Plan effective January 1, 2020.

If you have questions after reviewing this material, contact your local Human Resources Office for assistance.

The Plan is designed to help employees further their development by assisting them with the costs of satisfactorily completed courses of study that are directly related to our business. The Company recognizes that employee talents are vital to its success. The Plan encourages self-improvement through formal education that will lead to enhanced job performance and possible career growth. The Plan also assists the Company in attracting and retaining qualified employees.

The fact that an employee has taken courses or obtained a degree financed, in part, by the Plan is not a promise or guarantee of continued employment nor that the employee will receive a promotion or transfer to a different job assignment.

Overall Plan Requirements
The following general requirements govern eligibility for reimbursement under the Plan:

- Courses of study must be in an area that is directly related to the Company’s operations so that it will be of benefit to the employee and to the Company. There must be a reasonable probability that the employee can use the course of study in either current or future positions at the Company.

- Courses begun after the first day of employment may be reimbursed under the Plan.

- When an employee receives assistance from an outside source, such as G.I. Bill, scholarship or grant-in-aid to cover the cost of courses, the amount received will be deducted from the total cost of the courses, and the difference, if any, will be subject to the reimbursement provisions of this Plan. Outside sources and amounts received must be documented on the form X-2692 Request for Tuition Reimbursement Form. Failure to do so will delay reimbursement, and falsification of information may result in termination. The employee must also be able to demonstrate that they engaged in sincere efforts to obtain assistance from all potential outside sources.
Prior approval for a course of study must be received before beginning a program of study. If prior approval has not been received and an employee submits Form X-810 with Form X-2692 Request for Tuition Reimbursement, it is not guaranteed to be approved.

The deadline for submitting Form X-2692 for reimbursement for a course is six months from the date the course was completed.

Mileage, lodging and other travel expenses related to attending class/session/program will not be reimbursed through tuition reimbursement.

Courses considered for reimbursement must be taken at accredited learning institutions that are listed on the U.S. Department of Education’s accreditation list. For a complete listing of accredited educational institutions, go to https://ope.ed.gov/dapip/#/home. These include accredited secondary schools, colleges or universities; reputable business schools; technical institutes; trade schools; and professional societies.

Any programs or courses taken on-line are subject to the same provisions and conditions as courses taken through a classroom format.

Self-study learning does not qualify under the requirements of this policy. Penn Foster is an example of a learning institution that provides self-study programs that are not eligible under the Plan.

COURSES OF STUDY

Degree Programs

If an employee wishes to work toward an associates, bachelors, masters, or doctoral degree, then the following conditions apply:

Approved degree programs generally fall into the business and technology areas. For example, at the undergraduate level, the Company typically recruits candidates with degrees in accounting, finance, marketing, computer science, electrical or mechanical engineering or technology.

This Plan will not reimburse costs of degrees where there is a low probability that the Company will be able to utilize that field of study. Examples of such fields include but are not limited to: healing sciences, ministry, psychology, sociology, philosophy, literature, history, music, art appreciation, foreign language, criminal justice, real estate, English, education, or law degrees. However, individual courses in these areas will be approved if they are taken as part of an approved major.

Degree programs must be accredited by one of the six regional accrediting bodies in the U.S (also known as The Higher Learning Commission): Middle States Association of Colleges and Schools, New England Association of Schools and Colleges, North Central Association of Colleges and Schools, Northwest Association of Schools and Colleges, Southern Association of Colleges and Schools, or Western Association of Schools and Colleges, and listed on the U.S. Department of Education’s accreditation list. For a complete listing of accredited educational institutions, go to https://ope.ed.gov/dapip/#/home.
• An Executive MBA will be reimbursed at the same rate charged by the school for their regular program. Employees in these programs will need to contact their school’s billing office to obtain and submit an invoice itemizing the tuition from other charges included in these special programs.

Diploma/Certificate Programs
These programs generally fall into the post-secondary vocation or technical specialties or focused specialties in a professional field. They generally require less than two years of study.

• The school must be accredited by one of the following accrediting bodies: Accreditation Board for Engineering and Technology, Accrediting Commission for Career Schools/Colleges of Technology, Accrediting Council for Independent Colleges and Schools, Council on Occupational Education, and/or Distance Education and Training Council. Go to https://ope.ed.gov/dapip/#/home to obtain information regarding your school’s accreditation. Accreditation may be for the institution as a whole, or for a particular field of study.

Classes Taken Outside of a Program
The following non-degree courses may be eligible for reimbursement if the training is not provided within the Company. The same accreditation standards listed in the Diploma/Certificate Programs will apply.

• Personal development courses designed to improve fundamental technical, business or related skills, such as reading, writing, and mathematics.

• Courses taken to complete the requirements for a high school diploma or similar program.

Specific courses, workshops, and seminars that will improve or provide the required skills to perform an employee’s present job must be considered by each department’s training budget. Because these courses have an immediate impact on an employee’s ability to perform a specific job, they are classified as job training, not tuition reimbursement.

Courses for Professional Registration/License/Certification
Courses completed to prepare an employee to take an exam for a recognized professional accreditation, such as certified public accountant, professional engineer’s license or engineer-in-training certificate, certified professional secretary, etc., are eligible for reimbursement, provided they meet the criteria outlined in the requirements for the Plan.

• To ensure a quality school the schools must be accredited by an accrediting body recognized by the U.S. Department of Education. For a complete listing of accredited educational institutions, go to https://ope.ed.gov/dapip/#/home.

• Exam fees are not reimbursable.

Continuing Education Requirements for Maintaining License/ Certification
Courses completed to fulfill the requirements for continuing education units needed for recertification or re-licensing of certain professional accreditations may be eligible for reimbursement at 100% of course cost even though there is no grade given. The cost of non-credit courses will be limited to a maximum of $1,500.00 per course. For this purpose, Continuing
Education Units (CEUs) will not be considered credit hours. Examples of such accreditations are Professional Engineers (PE), Public Accountants (CPA), and Professional of Human Resources (PHR). The certification must relate to the employee’s current job. Other certifications may be considered depending upon business needs.

- To ensure a quality school the schools must be accredited by an accrediting body recognized by the U.S. Department of Education. For a complete listing of accredited educational institutions, go to [https://ope.ed.gov/dapip/#/home](https://ope.ed.gov/dapip/#/home).

- In the case of conferences, which provide continuing education credit – these are considered a department expense, not tuition reimbursement.

**REPAYMENT AGREEMENT**

In order for your Employee Educational Assistance Prior Approval Form (X-810) to be approved for tuition reimbursement through the Plan, you must complete and return the Repayment Agreement along with your Prior Approval Form. Once approved for your program, the terms of the Repayment Agreement shall be controlling. The Repayment Agreement is attached to, and should be submitted with, Form X-810 for approval.

The Repayment Agreement states that an employee who has received tuition reimbursement through the Plan for classes must repay any amounts provided by FirstEnergy if the employee terminates employment within two years of the reimbursement of classes by FirstEnergy, based on the date reimbursement was paid to the employee. Termination includes voluntary resignation, or discharge for disciplinary or performance reasons, or violations of company policy (written or unwritten), including policies with respect to discrimination or harassment (including sexual harassment). Termination does not include involuntary separation by the Company under circumstances that qualify an individual for benefits under a severance plan, or for benefits under the Company’s retirement Plan.

**REIMBURSEMENT BENEFITS**

**Reimbursement and Grades**

Reimbursement for approved, credited courses will be based upon the full letter grade received, or evidence of satisfactory completion if a letter grade is not issued. Reimbursement will be according to the following schedule:

- A – 90% of cost
- B – 80% of cost

C or No Letter Grade Offered, including courses graded on a pass/fail basis – 70% of cost

D or below, Audit, Incomplete – 0% of cost

Letter grades must be recognized by the school as a normal part of its grading system or else the employee will be reimbursed at the 70% rate.
Reimbursement Cap
Reimbursements are limited to $5,250 per year. The cap is based on the year in which the reimbursement is made and not necessarily based on when the classes were taken. Each year, the $5,250 limit starts over.

Eligible Costs
The term "cost" means the cost of required tuition and the following fees, where applicable, that are found at many schools. These include:

- application
- general university
- laboratory and registration
- tuition deferment
- graduation
- technology
- facility/library
- technology/IT
- career services
- distance education

These fees will be reimbursed according to the letter grade received at the end of the term except for a graduation fee, which will be reimbursed at 100%. NOTE: Application Fees are reimbursed for only the Educational Institution you attend, not for each one to which you applied.

Ineligible Costs
Ineligible school expenses would include but are not limited to the following items:

- textbooks
- parking
- finance charges
- laboratory materials
- late registration fees
- drafting equipment
- life experience credits
- computer hardware (e.g., flash drives, etc.) or software
- assessment exams (e.g., CLEP, GMAT, etc.)
- school supplies (e.g., paper, pencils, etc.)

PROCEDURES

Prior Approval Procedure for Course of Study
• Prior to undertaking any courses, an employee MUST secure advanced approval from Benefits by submitting Form X-810 (Prior Approval Form for Employees Requesting Educational Reimbursement).

You can access a copy of the current form X-810 at https://firstenergycorp.sharepoint.com/sites/elecforms/Forms/X-810.pdf or on the Employee Benefits section of myfirstrewards.com, Educational Assistance subsection.
This form must be first reviewed and approved by the employee’s supervisor and then submitted for additional approval to: Human Resources Service Center at HRService@firstenergycorp.com or mailstop A-GO-7.

Once a course of study has been approved, and the educational institution accreditation is confirmed, an approval letter will be sent to the employee requesting prior approval. If the employee does not have an email address and/or mailstop, the paperwork will be sent to the employee’s supervisor. The Supervisor is then directed to provide documents to the employee.

Once the Form X-810 has been approved for a specific course of study/degree program this form does not need to be resubmitted unless the employee makes a change to the originally approved school, course of study, or degree being obtained.

The purpose of this form is to ensure eligibility for tuition reimbursement. This means the employee is eligible, the educational institution is accredited, the course of study ties to the employee’s current job or future job based on development plans established with the supervisor, as well as his/her career goals, the supervisor approves and has offered supporting documentation, and the employee can justify how the course or degree will benefit the Company. Employees may be asked to provide additional information concerning a school’s accreditation and the course of study, as needed.

If an employee has been approved via the X-810 Form, but does not begin taking classes, or takes classes and stops, providing no activity for a one-year period of time, a new Form X-810, Request for Prior Approval is required.

Approval is not guaranteed. If Benefits does not provide prior approval via Form X-810 before a course of study/or class is started, employee may be required to pay their own tuition without the assistance of tuition reimbursement.

Educational Institution Letter of Tuition Reimbursement Confirmation

Upon employee request, a letter of tuition reimbursement confirmation will be provided to the employee for submission to his/her educational institution.

Requesting Reimbursements Procedure

Upon satisfactory completion of the course(s), an employee should submit Employee Educational Assistance Plan, Request for Tuition Reimbursement Form X-2692. You may access a copy of the current Form X-2692 at https://firstenergycorp.sharepoint.com/sites/elecforms/Forms/X-2692.pdf or on the Employee Benefits section of myfirstrewards.com, Educational Assistance subsection.

With this form attach a copy of the grade report and an itemized statement (breakdown of tuition, fees, etc.) from the school showing the reimbursable costs. Grade reports issued to students online may be used if they contain information identifying the student. Form X-2692 submitted without required documentation will be returned to the employee for completion. This will delay reimbursement payment.

Obtain supervisory review and approval (signature) on the completed Form X-2692, forward to the Human Resources Service Center, at HRService@firstenergycorp.com or mailstop A-GO-7. After review and approval, payments will be processed by Payroll. Reimbursements are generally made
two to three weeks after the Human Resources Service Center receives and approves the request and are included in employees’ regular paychecks. However, depending on the date documents are received, and the closing date for payroll, payment can take four to five weeks. Due to year-end payroll deadlines, employees may be requested to submit for reimbursement by a certain date. Reimbursement forms received after this date may not be processed until the following calendar year.

EMPLOYEE RECORDS
When an employee graduates, a copy of the degree or certificate must also be included with the final Form X-2692 to ensure that the employee’s school record is updated. It is the employee’s responsibility to provide this documentation.

Taxes
Please note that reimbursements may or may not be included in an employee’s taxable income dependent upon Internal Revenue Code (“Code”) Section 127 at the time of reimbursement. This Section is reviewed by Congress every few years.

Benefits Claims and Appeals Procedures
The following is an outline of the procedures for the processing of a claim and summarizes the duties and responsibilities of the Appeals Committee established to handle the appeal of any claims determination made by the Plan Administrator relative to the eligibility and entitlement of a participant, or other claimant to benefits offered under the Plan. The procedures defined in this document are intended to mirror those set forth in the Employee Retirement Security Act of 1974 (“ERISA”) and the regulations issued by the Department of Labor related to ERISA as amended effective January 1, 2002.

Claims Process
A Claim as referred to in this document is a request for a Plan benefit. Claims for benefits must be in writing, signed by the participant, beneficiary or other claimant, and submitted on the appropriate form and in a manner acceptable to the Plan Administrator.

The Plan is administered by the Plan Administrator. The Plan Administrator has the sole discretion and exclusive authority to interpret this Plan, determine whether an employee qualifies for benefits from this Plan, and is responsible for all aspects of administration. Inquiries should be made to the Human Resources Department, Attn: Benefits, FirstEnergy, 76 South Main Street, 7th Floor, Akron, OH 44308.

The Plan Administrator shall process the claim and notify the claimant of the initial determination of entitlement to benefits within 90 days of the date of receipt of the claim. The Plan Administrator may take up to an additional 90-day period to make the initial determination if required due to extenuating circumstances. If an additional 90-day extension is required, the participant will be notified in writing of the extension, the extenuating circumstances requiring additional time and the date by which the Plan Administrator expects to make a benefit determination.

If the Plan Administrator is unable to reach a decision because of unresolved issues or missing information, the claimant will be notified of the standards on which the entitlement to the benefit is based, the unresolved issues that prevent a determination on the claim and the additional information needed to reach a decision. The claimant will be given 45 days to resolve such issues or to provide any such additional information. The time period required for the Plan Administrator to make a determination would be extended by the period of time required from the date the notice
is mailed, to the date on which the claimant’s response is received. If the claimant fails to respond to the request within the 45-day period, the Plan Administrator will make the initial benefit determination based on the circumstances surrounding unresolved issues and information available at that time.

If the Plan Administrator denies any part or the entire initial claim for benefits, the participant will be notified in writing, stating the reason for the denial and the Plan provisions on which the denial is based. The claimant shall be entitled to receive, upon written request, reasonable access to and copies of all documents, records and other information relevant to the claim for benefits. The denial will provide a description of any additional information or material necessary for the claimant to perfect the claim and an explanation as to why the additional information or material is required. The denial will further provide an explanation of the claims appeal procedure and the time limits for filing an appeal. Such notice of denial or any other notice as referred to in this procedure shall be deemed duly given when addressed to the claimant and mailed by first class mail to the address last appearing in the records of the Plan Administrator.

The participant shall have 60 days from the date of the initial benefit determination to file an appeal. The claimant will have the opportunity to submit written comments, documents or other information in support of the claim as part of the appeal. The appeal must be mailed to the FirstEnergy Employee Benefit Claims and Appeals Committee, 76 South Main Street, Akron, Ohio 44308.

**Appeals Committee**

The FirstEnergy Corp. Employee Benefits Claims and Appeals Committee (hereinafter “Appeals Committee”) shall consist of at least three employees of FirstEnergy Service Company representing the Human Resources, Investment Management and Legal Departments, as shall be appointed by the Chief Executive Officer of FirstEnergy Corp. Such members may designate others in their respective Departments to serve in their place at Committee meetings. The Appeals Committee will meet monthly to review and render a decision on any appeal of a determination on an initial claim for benefits made by the Plan Administrator. In making its decision, the Appeals Committee will have full power and authority to interpret the Plan, to resolve ambiguities, inconsistencies and omissions, to determine any question of fact, to determine the right to benefits of, and the amount of benefits, if any, payable to the claimant in accordance with the provisions of the Plan. The Appeals Committee will not defer to the original determination but will independently review the initial claim for benefits and consider all comments, documents and other information submitted as part of the appeal in making its decision. In addition, neither the person who made the initial determination nor that person’s subordinate will participate in the decision on the appeal.

**Appeals Process**

The Appeals Committee will review and make its decision on the appeal at its next regularly scheduled meeting following the date the appeal is received. However, if the appeal is received less than 30 days before its next regularly scheduled meeting, the Appeals Committee may defer its review and decision to the second regularly scheduled meeting following the date the appeal is received. An extension to the third regularly scheduled meeting from the date the appeal is received may be taken by the Appeals Committee due to extenuating circumstances. If such an extension is required, the claimant will be notified in writing of the extension, the extenuating circumstances requiring the extension and the date by which the Appeals Committee expects to make its decision.

The participant will be notified in writing of the Appeals Committee’s decision within 5 workdays of the decision being made. If the Appeals Committee’s decision is to uphold the denial of benefits, the notification will include the reason for the denial and the Plan provisions on which the denial
is based. The claimant shall be entitled to receive, upon written request, reasonable access to and copies of all documents, records and other information on which the decision was based. The decision of the Appeals Committee shall be final and binding.

OTHER FACTS AND INFORMATION

Benefits Rights
Education Assistance benefits are not vested. The Plan may be amended or terminated by the Chief Executive Officer of FirstEnergy Corp. or his/her appointed designee at any time.

Education Assistance benefits under this Plan are voluntary on the part of the Company and are not required by any legal obligation other than the Plan itself.

When it deems it is in the Company’s best interest to do so, the Chief Executive Officer of FirstEnergy Corp. or his/her appointed designee may authorize the Plan Administrator to offer additional benefits not contained in this Plan to an eligible employee on a case-by-case basis.

Source of Benefits
This Plan is unfunded. The benefits under this Plan are paid directly by the Company from its general assets.

Plan is Not an Employment Contract
The Plan shall not be deemed to constitute a contract between the Company and any employee. Nothing herein contained shall be deemed to give any employee any right to be retained in the employ of the Company nor to interfere with the right of the Company to discharge any employee at any time and to treat the employee without regard to the effect which such treatment might have upon the employee as a participant in the Plan.

Administration
The Plan Administrator is FirstEnergy Service Company. Inquiries should be made to the Human Resources Department, Attn: Benefits, FirstEnergy, 76 South Main Street, Akron, Ohio 44308. The Plan Sponsor, through its Officers or their designee, may terminate or amend this Plan at any time.

Type of Plan
The Plan is a specified fringe benefit plan under Code Section 127.

PARTICIPATING EMPLOYERS AND IDENTIFICATION NUMBERS

| FirstEnergy Service Company                     | Ohio Edison Company                          |
| EIN 34-1968288                                   | EIN 34-0437786                               |
| Pennsylvania Power Company                      | The Cleveland Electric Illuminating Company  |
| EIN 25-0718810                                   | EIN 34-0150020                               |
| The Toledo Edison Company                       | Jersey Central Power & Light Company         |
| EIN 34-4375005                                   | EIN 21-0485010                               |
Additions or deletions to the list of Participating Employers may be made at any time at the sole discretion of the Program Sponsor. An up-to-date listing of Participating Employers may be obtained from the Plan Administrator.

Plan Number
503

Agent for Service of Legal Process
CT Corporation System
400 Easton Commons Way
Suite 125
Columbus, OH 43219

Service for legal process may be made upon the Plan Administrator.

Fiscal Year
The last day of the Plan’s fiscal year is December 31.

Plan Sponsor
FirstEnergy Corp.

PARTICIPATING UNIONS

Participating Unions in accordance with labor agreement between The Toledo Edison Company and:

International Brotherhood of Electrical Workers, A.F.L.-C.I.O.
Local Union No. 245

Participating Unions in accordance with the labor agreements between Ohio Edison Company and:

International Brotherhood of Electrical Workers, A.F.L.-C.I.O.
Local Union No. 1194

Utility Workers Union of America, A.F.L.-C.I.O.
Local Union Nos. 118/126

Participating Unions in accordance with the labor agreement between The Toledo Edison Company, FirstEnergy Service Company and:
Office & Professional Employees International Union, A.F.L.-C.I.O.
Local Union No. 19

**Participating Unions in accordance with the labor agreement between Pennsylvania Power Company and:**

Utility Workers Union of America, A.F.L.-C.I.O.
Local Union No. 140

**Participating Unions in accordance with the labor agreement between Pennsylvania Electric Company and:**

International Brotherhood of Electrical Workers, A.F.L.-C.I.O.
Local Union No. 459

Utility Workers Union of America, A.F.L.-C.I.O.
Local Union No. 180

**Participating Unions in accordance with the labor agreement between The Cleveland Electric Illuminating Company and:**

Utility Workers Union of America, A.F.L.-C.I.O.
Local Union No. 270

**Participating Unions in accordance with the labor agreement between Metropolitan Edison Company and:**

International Brotherhood of Electrical Workers, A.F.L.-C.I.O.
Local Union No. 777

International Brotherhood of Electrical Workers A.F.L.-C.I.O
Local Union No. 777S – Reading Call Center

**Participating Unions in accordance with the labor agreement between Jersey Central Power & Light Company and:**

International Brotherhood of Electrical Workers, A.F.L.-C.I.O.
Local Union No. 1289

**Participating Unions in accordance with the labor agreement between Monongahela Power Company and:**

International Brotherhood of Electrical Workers, A.F.L.-C.I.O.
Local Union No. 2357

**Participating Unions in accordance with the labor agreement between Allegheny Energy Service Corporation on behalf of Allegheny Energy Supply, LLC and the Potomac Edison Company and West Penn Power Company doing business as Allegheny Energy:**
International Brotherhood of Electrical Workers, A.F.L.-C.I.O
Local Union No. 50

**Participating Unions in accordance with the labor agreements between Monongahela Power Company:**

Utility Workers Union of America, A.F.L.-C.I.O
Local Union No. 304