

DEPENDENT TUITION GRANT

Frequently Asked Questions



- What does the grant cover?**
 - The grant covers a portion of the standard tuition based on employee's hire date and FTE. The Standards of Satisfactory Academic Progress established by the Office of Financial Aid apply in order to be eligible to receive the tuition grant.
 - Link to Standards : <http://www.unco.edu/financial-aid/pdf/2016-2017/sap-undergrad122016.pdf>
- Is the College Opportunity Fund (COF) available to assist with the course cost?**
 - Dependents registering at an **undergraduate** level who are classified as Colorado residents for tuition purposes must apply for and authorize the use of COF.
NOTE: Failure to apply for COF and reauthorize each semester will cause the dependent to be responsible for the tuition balance not paid by COF.
- My dependent is 25, can they still receive the tuition grant?**
 - No, the dependent must be under the age of 25. The grant is available to eligible dependent children up to the age of 25 and spouses as long as Satisfactory Academic Progress is being made.
 - Ex: If the dependent turns 25 during a semester that the grant was applied to, the dependent would not owe tuition. The following semester, the dependent will be responsible for all tuition and fees.
- What FTE do I have to have in order to have my dependents tuition covered?**
 - Employees must be assigned to a position of at least .50 FTE or greater to be entitled to and eligible for dependent or spouse tuition grants.
 - Dependents of part-time employees (.50 FTE up to 1.0 FTE) shall be entitled to receive a percentage of a tuition grant, up to the percentage of full-time equivalency which is assigned to the employee's position.
- When are tuition waivers due?**
 - The dependent tuition grant requests should be received by Human Resources by the add/drop deadline. If the request is not received by that date, a late fee will be assessed and must be paid or a hold will be placed on the student's account.
 - Requests after the Add/Drop date may be denied.
 - Only one tuition grant request form is required per academic year for the fall, interim, spring and summer semesters. The Academic year for the grants starts each fall semester and runs through the following summer semester.

6. **I am planning on leaving the University prior to the end of the semester, does that affect my dependent tuition waiver?**
 - In order for a dependent to qualify for the tuition grant, the employee must be continuously employed at UNC during the entirety of the academic term for which the grant is made.
 - Dependents are eligible for a tuition grant for any academic terms beginning after the employee's first day of employment with UNC.
 - Employees terminating their employment with UNC prior to the completion of a course for which a tuition grant has been allowed for any of their dependents shall be obligated to reimburse the University for a percentage of the tuition.
7. **Is my dependent's spouse eligible for the dependent tuition grant?**
 - No, the definition of "Dependent" shall mean an employee's spouse or other dependents as defined in Section 152 of the Internal Revenue Code.
8. **How much will my dependent owe for fees?**
 - To determine your dependent's cost of fees, please visit <http://www.unco.edu/costs/> and determine if your dependent is a resident undergraduate or a resident graduate.
9. **Does the dependent tuition waiver apply to UCD, CSU or AIMS?**
 - The dependent tuition waiver only applies to UNC.
10. **Do I have to attach my dependents birth certificate or marriage license to the tuition grant paperwork?**
 - Yes, in order for Human Resources to verify your dependent, we need verification documents. The tuition grant paperwork has the eligible documents on the second page.

Please contact Human Resources if you have any questions at 970.351.2718