Dependent Tuition Assistance Benefit
Human Resources, Benefits Administration
AGENDA

Eligibility
Benefit Overview
Application Requirements
Taxation
Additional Information
Dependent Tuition Assistance Eligibility

BENEFIT ELIGIBILITY – EMPLOYEE
50% FTE in an eligible appointment

FIRST DAY OF THE TERM
Employee must be working in eligible appointment

ELIGIBLE DEPENDENT
- Spouse
- Unmarried Child (no age limit)
Dependent Tuition Assistance

50% of General and Instruction Fees
- Up to $4,820 per term

75% benefit with two eligible parents
- Up to $7,230 per term

Undergraduate and Graduate Courses
Limit: 8 semesters or 140 credit hours
TUITION ASSISTANCE APPLICATION IS REQUIRED EVERY SEMESTER

APPLY FOR CLASSES
Accepted as a student
Enrolled in classes

APPLY FOR BENEFIT
Workday – Change Benefits

BENEFIT DEADLINE
Reference the Tuition Enrollment Schedule
Taxation – Spouse

Undergraduate tuition

= No taxation

Graduate-level

= Taxable Benefit

Consult a Tax Advisor

For the most current information on tax treatment of tuition benefit
Taxation – Child

Undergraduate tuition
= No taxation for dependents claimed as tax dependents

Graduate-level
= Taxable Benefit

Consult a Tax Advisor
For the most current information on tax treatment of tuition benefit
Change in Employment Status

Dependent Tuition Assistance will cease immediately after the academic term in which an employment status change occurs.

Exceptions include:

- University retirement
- Death
- Military leave
- Reduction in force
Dependent Tuition Assistance Checklist

**DEPENDENT SOCIAL SECURITY NUMBER**
Add to WORKDAY and BUCKEYE LINK

**APPLY FOR BENEFIT**
Reference the Enrollment Schedule section of the Dependent Tuition Assistance Benefit website.

**DEPENDENT REVIEW FEE STATEMENT**
Verify benefit has been applied

**TWO ELIGIBLE PARENTS**
Both parents must apply individually for benefit
Questions

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