Faculty and Staff Tuition Assistance Benefit

Human Resources, Benefits Administration
Faculty and Staff Tuition Assistance Eligibility

**BENEFIT ELIGIBILITY**
75% FTE in a Regular or Term appointment

**FIRST DAY OF THE TERM**
Must be working in eligible appointment

**COMMENCEMENT CEREMONY**
Remain employed throughout the entire academic term
Faculty and Staff Tuition Assistance Benefit Details

• 100% of General and Instruction Fees
• Undergraduate and Graduate Courses
• Up to $9,640 per term
• Maximum 10 credit hours per term
APPLY FOR CLASSES
Contact Admissions or Office of Extended Education

APPLY FOR BENEFIT
Workday – Change Benefits
Paper – Election Form

BENEFIT DEADLINE
Reference the Tuition Enrollment Schedule

TUITION ASSISTANCE APPLICATION IS REQUIRED EVERY TERM
Taxation

Undergraduate tuition =
No taxation

Graduate-level that exceeds $5,250 in a calendar year =
Taxable Benefit

Consult a Tax Advisor
For the most current information on tax treatment of tuition benefit
Ohio Residency Status

Receive a state-supported education through a tuition subsidy, funded in-part by Ohio taxpayers.

Resident of Ohio for at least twelve consecutive months immediately preceding enrollment

Contact University Registrar to apply for Ohio residency.
registrar.osu.edu
Change in Employment Status

Faculty and Staff Tuition Assistance will cease immediately, and the employee is responsible for paying the full tuition for the academic term.

Exceptions include:

- University retirement
- Reduction in force
### The Ohio State University Admissions Offices

<table>
<thead>
<tr>
<th>Type of Admission</th>
<th>Website/Direct Contact Information</th>
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</thead>
<tbody>
<tr>
<td>Extended Education Admission</td>
<td><a href="extended.osu.edu">extended.osu.edu</a></td>
</tr>
<tr>
<td></td>
<td>614-292-8866</td>
</tr>
<tr>
<td>Undergraduate Admission</td>
<td><a href="undergrad.osu.edu/apply">undergrad.osu.edu/apply</a></td>
</tr>
<tr>
<td></td>
<td>614-292-3980</td>
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<tr>
<td>Graduate and Professional Admissions</td>
<td><a href="gradsch.osu.edu">gradsch.osu.edu</a></td>
</tr>
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<td>614-292-9345</td>
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<tr>
<td>Additional Types of Applicants</td>
<td><a href="undergrad.osu.edu/apply/other-types-of-applicants">undergrad.osu.edu/apply/other-types-of-applicants</a></td>
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Questions

HR Connection Portal: HRConnection.osu.edu

Phone: 614-247-6947

Email: HRConnection@osu.edu