Tuition Remission Policy (Please read carefully)

Policy

The University of Detroit Mercy has established a Tuition Remission Benefit program for eligible employees, their spouses and children.

Under this program, regular full-time and modified full-time employees who meet all the academic and admission requirements of the University receive tuition and fee remission (exclusive of graduation & late fees) as defined. In order to receive tuition remission in the School of Law, the employee must be accepted into that School and there must be space available.

The tuition remission benefit for spouses and children of benefit eligible employees covers tuition only. Spouses and children must

admission requirements. School of Law tuition remission benefit is not available to spouses and children. When considering spouse and children remission, the University reserves the right to ask for additional supporting documentation to support relationship or Regulations and Definitions

Eligible Employee:

A newly hired full-time and modified full-time employee is

Federal or State Grants. Verification will require documentation of income and household size; (contact Financial Aid office for more information). If Verification is not completed for these students, the tuition remission benefit will be applied for the tuition amount after estimated grants and scholarships are deducted and may create a balance owed to Detroit Mercy.

• The Tuition Remission benefit may not be combined with any other Detroit Mercy

Scholarship, Vendor or Religious Discounts, etc. Please contact the Financial Aid Office with questions.

 To qualify for Tuition Remission benefits, employees must complete and submit before the semester begins an "application for tuition waiver" form for each semester request/ed. Submite Theradol 2 (11)6.9519963 (0a)92917 ((e)-351007608)260-9989 24 Testa0078 althous blacks

Benefit Limitations

- Eligible full-time employees may receive 100% tuition remission benefit for undergraduate programs/certificates and graduate programs leading to a degree or graduate certificate; including applicable fees.
- Eligible modified full-time employees may receive 80% tuition remission benefit for undergraduate programs/certificates and graduate programs/certificates leading to a applicable fees.
- Eligible spouses and children may be full or part-time students and receive 100% tuition remission benefits for undergraduate programs/certificates and 75% tuition remission benefits for graduate programs/certificates as defined. Spouses and children are not eligible to receive tuition remission benefits for fees, tuition and fees for non-credit courses, room and board, textbooks and supplies, meals; etc.
- Eligible qualified retired employees, their spouse and children may receive 100% tuition remission benefits for undergraduate courses leading to a degree. (See University's retirement policy)
- Eligible employees that serve continuously for five years preceding a permanent disability may receive 100% tuition remission benefit for undergraduate courses leading to a degree, including applicable fees. The tuition remission benefit may also
- Eligible qualified retirees may receive free course audit acceptance, subject to space availability.
- Eligible employees that serve continuously for five years preceding death may receive 100% tuition remission benefit for undergraduate courses leading to a degree, including applicable fees. The tuition remission benefit may also be extended to the legal dependents; fees not applicable.

Taxation

Eligible employees, taking graduate level coursework will be subject to tax less any aid and less the \$5,250 educational assistance each calendar year per IRS regulations. Employee spouse and/or children taking graduate level coursework will be subject to tax on the value of the tuition benefit received; they do not qualify to any tax free remission.

Tuition remission benefit for undergraduate course work is not subject to taxation.

All taxation will be in accordance with federal and state law.

Additional Benefits

Faculty Children Exchange Program (FACHEX)

The University participates in a Faculty Children Exchange Program (FACHEX) with Jesuit Colleges and Universities. FACHEX is an undergraduate tuition remission program for children of full-time faculty, administrators, and staff. Through the FACHEX program, employees who have a tuition waiver benefit for their children at their home institution can apply to receive the same benefit at participating Jesuit colleges and universities, should there be space available. The FACHEX benefit is not automatic or guaranteed. FACHEX awards are determined solely by the receiving institution(s). Some institutions grant only a limited number of FACHEX awards; students should consider applying to more than one school. University of Detroit Mercy only certifies eligibility and communicates the eligibility

Limitations

• A maximum of 12 credit hours of courses from other consortium institutions

(except for declared Theatre and Architecture majors).

 All individuals using FACHEX benefits, will be required to meet Federal Standards of Academic Progress (SAP). Click for more information on SAP. In the case an employee, spouse or child is not meeting SAP, an appeal will need to take place with financial aid in order to be conu.996 (e)4(tn)7snfldl986xorder BASK m58id 00 [Norm)-3.99