



Tuition Benefit APS Fact Sheet

Elements of Tuition Benefit

- Eligible employees receive 9 credit hours per year to be used against tuition on a space-available basis; registration must happen on the first day of classes for the tuition to be waived
- Employee may use or distribute the 9 credit hours to eligible dependents
- A maximum of 9 credit hours may be waived for the employee or dependent, even if both parents/partners are employed at CU
- Credits may not be used for Continuing Education, Executive MBA, Extended Studies and the 11-month MBA program
- An employee or dependent may use all 9 credits in one semester or split between semesters during the same year
- Each registering undergraduate student must apply for College Opportunity Fund (COF) to receive the tuition benefit

Elements of Tuition Benefit for Employees

- Credits may be taken at any CU campus for undergraduate or graduate credit-granting courses
- The employee must be in a non-temporary, retirement-plan eligible faculty or staff position with an appointment 50% or greater
- Supervisor approval is not required to use tuition benefit; supervisor approval for class attendance during normal work hours is required as for any absence, but does not need to be documented in HRMS or ISIS

Elements of Tuition Benefit for Dependents

- Credits are to be taken on the campus where the employee works
- Credits may be used only for undergraduate (1000-4000 level) credit-granting courses
- Dependent eligibility will be determined by Payroll & Benefit Services, in the way as for all other benefits (health, dental, etc.)
- Monetary value of tuition benefit will be subject to income taxation for the following relationships:
 - Same-gender domestic partner (SGDP)
 - A dependent child of an SGDP
 - An employee's dependent child who is not eligible to be claimed as a dependent on the employee's Federal Form 1040 Individual Income Tax Return

Exceptions

- Boulder
 - A full-time student on the Boulder campus cannot utilize the tuition benefit during the fall or spring semesters.
- Colorado Springs
 - Colorado Springs campus runs the tuition benefit program beginning with the fall semester; all other campuses begin in summer semester.
 - Dependents on the Colorado Springs campus may enroll in courses prior to the first day of class.
- Denver/ Anschutz
 - Dependents of CU Denver employees can utilize credits at either the Denver or Anschutz campus.
- System Administration
 - System Administration's dependents may use the tuition benefit at any campus.