

# TUITION ASSISTANCE PROGRAMS

## for University Employees and their families

### Application Fee Waiver Program

- **Eligibility:** All permanent SHRA/EHRA non-faculty employees working full-time or part-time.
- Waives the fee to apply to undergraduate or graduate degree programs at the University, or to Credit Programs through the Friday Center.
- Program available only to UNC-Chapel Hill employees studying at UNC-Chapel Hill.
- Waiver must be requested from the appropriate admissions office prior to paying any application fee.

### In-State Residency Tuition Program

- **Eligibility:** All permanent SHRA/EHRA employees working at least 30 hours per week or 75% time, or the spouse or dependent of an eligible employee.
- Waives the 12-month N.C. residency requirement for eligibility for in-state tuition rates for coursework at any UNC institution.
- Must be a legal resident of the state of North Carolina.
- Check with the appropriate admissions office or residency review office at the University of study to confirm process requirements.

### UNC Faculty/Staff Tuition Waiver Program

- **Eligibility:** All permanent SHRA/EHRA employees of any UNC System institution (including UNC Health Care) working at least 30 hours per week or 75% time, or permanent employees under military or civilian orders in campus ROTC programs.
- Eligible to waive tuition costs for up to three courses per academic year at any UNC campus. **Separate waiver must be completed with each semester.**
- Waiver may apply to any appropriations-funded course, including on-line courses or independent study. Courses that are 'receipt funded' (e.g. summer school) are not required to provide tuition waiver but may choose to do so.
- UNC-Chapel Hill employees studying at UNC Chapel Hill may apply one of the three tuition waivers to a summer session course.
- Employees must meet requirements through the appropriate Admissions office.
- If more than one course is taken in the same term, the waiver will apply to the most expensive course(s).
- Tuition waiver is for tuition only—does not include travel, lab, registration, textbook or material fees.

### Student Fee Waiver Program

- **Eligibility:** All permanent SHRA/EHRA employees of any UNC System institution (including UNC Health Care) working at least 30 hours per week or 75% time, or permanent employees under military or civilian orders in campus ROTC programs, or the spouse of any above-listed eligible employee.
- Waives student fees (Student Health Service, Athletic passes, Student Recreation Center, etc.—not fees for designated programs or those required by school or department) during any academic term, including summer sessions.
- Applies to UNC-Chapel Hill coursework only.

### Educational Assistance Program—Departmental

- **Eligibility:** All permanent SHRA/EHRA non-faculty employees working full-time or part-time.
- Reimbursement for academic coursework or degree programs considered beneficial to both employee and University (job-related) and that enhance employee's knowledge or skills in area directly related to current job classification or job progression.
- Courses may be taken at any accredited university, college, or community/technical college, or any other academic source approved by UNC-Chapel Hill—Benefits Administration (not limited to North Carolina institutions).
- Departments may reimburse employees for some or all of the cost of these courses after employee satisfactorily completes course (passing grade of 'C' or higher for undergraduate/ 'B' or higher for graduate coursework). Maximum reimbursement per credit hour set annually based on UNC system tuition rates.
- May provide paid leave, up to 5 credit/work hours per week of academic term. Extended educational leave may be allowed with approval of UNC-Chapel Hill—Benefits Administration.

*Refer to specific policies for detailed requirements and application processes.*

*For more information, contact:*

#### **BENEFITS & WORK LIFE PROGRAMS**

104 Airport Drive, Suite 1700 CB #1045

Phone: (919) 962-3055, Fax: (919) 962-6010

Email: [benefits@unc.edu](mailto:benefits@unc.edu)



THE UNIVERSITY  
of NORTH CAROLINA  
at CHAPEL HILL

## Educational Assistance Program—University-Wide

- **Eligibility:** All permanent SHRA/EHRA non-faculty employees working full-time or part-time.
- Provides reimbursement for tuition and textbook costs and for academic coursework, either job-related or not job-related, not provided by other sources.
- Employee must satisfactorily complete course (passing grade of 'C' or higher for undergraduate/ 'B' or higher for graduate coursework).
- Reimbursement up to \$500 per fiscal year for tuition costs, and up to \$100 per fiscal year for textbook costs. Funds are limited. Requests are processed through UNC-Chapel Hill--Benefits & Work Life Programs.

## Employee, Spouse, Dependent undergraduate Scholarship Program

- **Eligibility:** All permanent SHRA/EHRA non-faculty employees working full-time or part-time with a minimum of one year continuous service—or the spouse or dependent of an eligible employee.
- Available only for tuition costs for degree-seeking undergraduate study at UNC-Chapel Hill.
- Scholarships based on financial need and availability of funds. Must use Tuition Waiver first (if eligible).
- Applicants must file the necessary financial aid forms and scholarship application materials with the Office of Scholarships and Student Aid at UNC-Chapel Hill.

## UNC Family Fund Scholarship—EE Forum

- **Eligibility:** Children of UNC-Chapel Hill employees working at least 30 hours per week. Children are defined as being dependent for income tax purposes and must be domiciled with the UNC employee.
- Need-based scholarship for study at any accredited North Carolina post-secondary public institution, including community college and UNC institutions.
- May be received for up to eight semesters (fall/spring) or full-time enrollment. The UNC parent must remain employed full-time (at least 30 hours per week) at UNC Chapel Hill during child's enrollment.
- Number and amount of awards may vary according to fund availability. Preference given to first-year students.
- Applicants must file the necessary financial aid forms with the institution of study and provide financial information and application materials to the Office of Scholarships and Student Aid at UNC-Chapel Hill.

## North Carolina Wide Tuition Waiver Program

- **Eligibility:**
  - 1) Legal residents of North Carolina who have attained the age of 65.
  - 2) Any person who is the survivor of a law enforcement officer, fire fighter, volunteer firefighter, or rescue squad worker killed as a direct result of a traumatic injury sustained in the line of duty.
  - 3) The spouse of a law enforcement officer, fire fighter, volunteer firefighter, or rescue squad worker who is permanently and totally disabled as a direct result of a traumatic injury sustained in the line of duty.
  - 4) Any child, if the child is at least 17 years old but not yet 23 years old, whose parent is a law enforcement officer, fire fighter, volunteer firefighter, or rescue squad worker who is permanently and totally disabled as a direct result of a traumatic injury sustained in the line of duty. However, a child's eligibility for a waiver of tuition under this Chapter shall not exceed: (i) 48 months, if the child is not seeking a baccalaureate degree, or (ii) if the child is not seeking a baccalaureate degree, the number of months required to complete the educational program to which the child is applying.
  - 5) Any child, if the child (i) is at least 17 years old but not yet 23 years old, (ii) is a ward of North Carolina or was a ward of the State at the time the child reached the age of 18, (iii) is a resident of the State; and (iv) is eligible for services under the Chaffee Education and Training Vouchers Program; but the waiver shall only be to the extent that there is any tuition still payable after receipt of other financial aid received by the student.
- Waives tuition costs for coursework (either credit or noncredit) at any constituent institution of The University of North Carolina or any North Carolina community college.
- Check with appropriate cashier's office at the institution of study to confirm process requirements.

*Refer to specific policies for detailed requirements and application processes.*

*For more information, contact:*

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