



A 1.8 TUITION WAIVER PROGRAM

All **full-time** University employees are eligible to participate in the Tuition Waiver Program. Employees must receive approval from their immediate supervisors and Vice President for participation in the program. Additionally, affiliated employees of the University may also be eligible for a tuition waiver.

Dependents

In addition to employees, the waiver may be used by employee spouses and/or dependent(s). The applicant must be a dependent of a full-time employee of the University, a dependent of a vested retiree of the University, a full-time employee's spouse who is not a full-time employee of the University, the dependent of an employee who has died while in the service of the University, or an affiliated organization. (Vested means vested in the Oklahoma Teachers' Retirement System.)

Eligibility of a dependent is based on the IRS-approved guidelines to determine dependent status. For general purposes **"dependent" means individuals over half of whose support for the calendar year in which the taxable year of the taxpayer begins, was received from the taxpayer. You must be allowed by the IRS to legally claim the "dependent" in the taxable year.**

Waiver Guidelines

- The waiver will cover 100% tuition for an "on campus" bachelor's or master's programs. The waiver **does not** apply to doctoral programs.
- The waiver will cover 50% of tuition for online programs (ECUO).
- The waiver **does not** cover fees, textbooks, room and board, or other related costs.
- The waiver is limited to fifteen (15) hours per semester and six (6) hours in the summer. Intersession courses are included with the semester.
- The waiver is limited to one degree program per individual.
- All standard East Central University admission requirements must be satisfied prior to entry into any class, and retention standards must be maintained in accordance with the University catalog.
- The waiver will be applied to tuition costs first (prior to any other financial aid). Should the student have additional university, academic, or performance financial aid, the tuition waiver may be reduced due to a total over-award of financial aid.
- Affiliated employees and their dependents may receive a 25% tuition waiver (upon approval).

Please contact the Employment Services Office for additional information and an application regarding the Tuition Waiver Program.