

# Tuition Benefits

## Tuition Remission at Occidental College

A variety of Tuition Remission Plans at Oxy are available, subject to the following requirements:

### Benefit for Employees:

Employees may take advantage of the Tuition Remission Plan at Oxy. Benefits include one class per semester of undergraduate study for a course that directly relates to your current job. Your supervisor should contact Human Resources in writing if you wish to take a job-related class at Oxy.

To qualify, the employee must have completed at least 3 years of continuous full-time employment. Full-time is defined as a work schedule of at least 30 hours per week on a regular basis.

### Benefit for Children:

Dependent children of employees may take advantage of the Tuition Remission Plan for enrollment at Oxy.

Benefits for dependent children are limited to 4 academic years (8 semesters) of undergraduate study at Oxy if they have met the regular admission requirements and are enrolled in a specific degree program. Eligible dependent children must apply through the College's standard admission process and are not guaranteed admission. Dependent children are required to be in good academic standing, as defined by the College. In addition, they must be enrolled on a full-time basis.

To be eligible, children must be listed as dependents for Federal Income Tax purposes or be dependent upon the employee for more than half of their support. In addition, dependent children must be under age 30 when they begin the program. To qualify for this benefit, employees must have completed at least 5 years of continuous full-time service prior to the first day of the semester in which the benefit will be used. Full-time is defined as a work schedule of at least 30 hours per week on a regular basis.

Dependent children receiving Tuition Remission must apply for a Cal Grant and a Pell Grant, and should apply for such other non-institutionally administered financial aid for which they may be eligible. A waiver of this requirement can be obtained by appealing to the College's Director of Financial Aid. The amount of tuition received from Oxy will be reduced by the amount of scholarship(s) received by outside sources.

### Benefit for Spouses and Domestic Partners:

Spouses and Domestic Partners of employees may take advantage of the Tuition Remission Plan at Oxy. The benefits are equal to one-half tuition remission for undergraduate study at Oxy whether or not they are enrolled in a specific degree program. To qualify for this benefit, the employee must be in a full-time regular position. Full time is defined as a work schedule of at least 30 hours per week on a regular basis. Employees who are interested in obtaining this benefit for a Spouse or Domestic partner should make a request in writing to Human Resources.

## Tuition Exchange Program

Occidental College participates in the Tuition Exchange Program, which provides national scholarship opportunities for dependent children of faculty, administrators and staff who have completed at least five years of continuous full-time service to the College. In addition, employees who do not have an undergraduate degree may qualify for scholarship opportunities for themselves. Approximately 600 member institutions nationwide participate in Tuition Exchange (TE).

Under this program, students apply for admission directly to member institutions and employees apply for certification with their employing institution. Each member institution strives to maintain a balance between the number of students they certify to attend other institutions (exports) and the number of TE scholarships they award to incoming students (imports). Ultimately, each institution determines the appropriate number of employees who may be certified as exports and the number of accepted students to be granted TE scholarships as imports to their institution.

Even though the College certifies individuals under this plan, it is up to the member institutions to actually award the TE scholarships as part of the admission process. Some schools are extremely competitive.

If you wish to apply for TE certification for the 2021-2022 academic year, the due date is November 13, 2020. Priority for selection will be based on employee's years of continuous full-time service with the College and the employee's current participation in the TE program.

A TE application and certification will be given to only one eligible dependent per employee at a time.

Contact Karen Salce at x2945 if you have any questions about this program. Printed copies of this information will be made available by Human Resources.