



Policy 04:125 – Dependent Tuition Waiver

This policy establishes guidelines for administering the University's educational benefit policy. Admission to the University must be obtained by the dependent in order to qualify for educational benefits. Spouses and dependent children of regular, full time faculty and regular, full-time staff hired January 1 – June 30 will be eligible for the tuition waiver the spring semester of the following calendar year. Spouses and dependent children of regular, full time faculty and regular, full time staff hired July 1 – December 31 will be eligible the fall semester of the following calendar year may take UM courses for credit on a space available basis without charge for tuition. For the purposes of this waiver, the term dependent child is defined as one who meets the following qualifications:

- Must be the child (including adopted and foster relationships) or stepchild of the employee; and
- Must live with the employee for more than one-half of the calendar year for which the waiver is requested (temporary absences due to illness, education, business, vacation, or military service are not deemed absences); and
- Must not reach age 25 before the close of the calendar year for which the waiver is requested; and
- Must not provide more than one-half of his or her own financial support for the calendar year for which the waiver is requested.

Eligibility for this benefit continues for each qualified dependent until the total of all waivers received equals the required number of credit hours specified in the program of study for the degree the dependent is pursuing or until the dependent is no longer claimed as a dependent on federal income tax returns, whichever comes first.

The employee must be employed on the last day of classes in order to retain the full dependent tuition waiver. If any employee terminates employment or is separated from the University during the semester, the dependent tuition waiver will be prorated based on the last date of employment.

Regardless of the employee's hire date, tuition and fees associated with doctoral programs are not eligible for an education benefit.

If a faculty or staff member with 10 or more consecutive years of regular, full-time UM employment dies while employed by UM or officially retires from UM, only his/her qualified non-spousal dependents remain eligible for waivers of tuition.

Tuition only is waived. Fees and other charges are the responsibility of the person enrolled in the courses. All academic policies governing grades, withdrawal, academic integrity, etc. apply to dependents enrolled in courses.

The Tuition Waiver Form is available from the Office of Human Resources and on the Human Resources page of the UM website.

Approved 5/81

Last Revised 2/15

Last Revised 2/2024