

Tuition Remission for Eligible Employee* and Spouse

A. Eligible employees and their spouses may take one course at Willamette, per semester, without paying tuition.

B. Additional course(s) in same semester will be charged half tuition.

C. First preference for class space is given to students paying full tuition.

D. Employee and/or spouse must apply for admission as a degree seeking, or as a non-degree-seeking student, through the Admissions Office. To audit a class you do not need to apply as a student, you must only register as an “academic listener” through the Registrar’s Office.

E. Employees must have permission from their supervisor and their area vice president or dean before taking any classes.

*Check employee handbook for eligibility requirements.

Tuition Remission for Dependent Children of Eligible Employee* @ Willamette

A. Student *must* be claimed on the employee’s income tax return for the previous year and the year(s) of attendance.

B. Student must be admitted to Willamette University through the normal admission process.

C. Eligible students can receive Tuition Remission:

- For a total of eight (8) semesters
- Until a baccalaureate degree is attained, or
- Until the student is no longer eligible to be considered a dependent under IRS rules,

Whichever comes first.

D. Full tuition at Willamette University College of Liberal Arts is free-of-charge. Room and Board are NOT covered.

*Check employee handbook for eligibility requirements.

National Tuition Exchange for Dependent Children of Eligible Employee* @ 520+ colleges and universities

A. Student *must* be claimed on the employee’s income tax return for the previous year and the year of attendance.

B. Student must be admitted to the specific college through that college’s normal admission process.

C. Amount of tuition exchange scholarship may vary depending on the school, but it must be for a minimum of \$22,000 for the 2005-06 academic year, or for full tuition, whichever is less.

D. Tuition Exchange scholarships are competitive and are NOT guaranteed to admitted students.

E. Refer to: www.tuitionexchange.org for specifics of each school.

*Check employee handbook for eligibility requirements.

Northwest Tuition Exchange for Dependent Children of Eligible Employee*

A. Student *must* be claimed on the employee’s income tax return for the previous year and the year of attendance.

B. Full tuition benefit is currently guaranteed to eligible students at Whitman College, Lewis & Clark College and the University of Puget Sound.

C. Student must be admitted to Whitman, Lewis & Clark or University of Puget Sound through the college’s normal admission process.

D. The Northwest Tuition Exchange benefit is for tuition only and does not cover room and board. Private scholarships and/or federal or state aid may be applied to room and board; check with the specific college for clarification.

*Check employee handbook for eligibility requirements.