



Academic Year 2022 – 2023
Dependent Education
Benefits Workshop



Goals of this Workshop

- Familiarize you with the educational benefits for dependent children
- Review where to find program information
- Review the administrative process



Educational Benefits at American University

Program Overview

OVERVIEW

American University offers educational benefits for dependent children including:

- **AU Dependent Tuition Scholarship** – tuition remission for full-time regular or provisional enrollment in a degree program at American University or the Wesley Theological Seminary. Provisional status is only covered for 1 year; at the end of that year the child must be considered a full-time student in a degree program in order to continue the benefit.
- **Tuition Exchange** – tuition remission at another institution participating in the Tuition Exchange, Inc. scholarship program
- **Cash Grants** – Grants of \$725 per semester, \$1,450 per academic year (fall and spring semesters only) available dependent children to faculty and staff hired before July 1, 1995 and employed continuously since in a full-time position



Educational Benefits at American University

Program Eligibility

ELIGIBILITY

Employee:

- Must be a full-time faculty/staff member; and
- Have at least two years of full-time, continuous employment with the University as of September 30 for Fall enrollment, or January 31 for Spring enrollment.

Dependent Student:

- Will be enrolled as a full-time student in a program leading to a generally recognized degree;
- Initiated full-time study prior to their 21st birthday;
- Qualify as a tax-eligible dependent, per IRS guidelines.

Eligible dependent of either parent; adopted child(ren) or in the process of being adopted; or children who you hold financial responsibility, and for whom you have been appointed legal guardian.



Educational Benefits at American University myBenefits Site

Log onto the myAU portal and go to the myBenefits site.

- Work@AU > myBenefits

The screenshot shows the myAU portal website. The navigation menu is on the left, and the main content area is on the right. A red arrow points to the 'myBenefits' link in the navigation menu.

PERSONALIZED LINKS

Search Links

MAIN MENU

WORK @ AU

- AhealthyU (Faculty and Staff Wellness)
- ASuccessfulU
- Benefits: myBenefits
- Benefits: myBenefits - Retirement
- Child Development Center
- Code of Business Ethics
- Dependent Child Education Benefits Application
- Directory of Staff & Faculty
- E-Action Assistant
- Eagle Service - Banking Information
- Eagle Service - Earnings Statements

Campus Feeds | The Eagle | DC Alerts

CAMPUS NEWS

- Book Focused on Environmental Policy and Sustainability Receives International Political Science Prize (12 hours ago)
- Pirates Invade the Classroom (12 hours ago)
- Bridging Connections for AU Aguilas (4 days ago)
- Class of 2023 Profile (5 days ago)
- Upcoming Public Policy Camp to bring Students, Policymakers Together (6 days ago)

AU EVENTS

- MUST SEE EVENTS**
- STUDENT EVENTS**

Calling all Grads!

auglc.org | Follow us to learn about the latest happenings in your community.

GRADUATE LEADERSHIP COUNCIL
AMERICAN UNIVERSITY • WASHINGTON, DC

Bookmarks | Campus Applications

CAMPUS LINKS

- AU Public Web Site (www.american.edu)
- Time Sheets
- Directory of Staff & Faculty
- Directory of Departments
- Training Opportunities
- Team Sites
- Directory of Services
- Faculty Senate Resources

MY LINKS

There are no links to display yet.

Manage Bookmarks



Educational Benefits at American University

AU Dependent Tuition Scholarship



Email | Blackboard | AU+Me | Sign Out | Dave Null | ?

SHARE FOLLOW

MYAU HOME

Search this site

Dependent Child Educational Benefits Application - Form



DEPENDENT CHILD EDUCATIONAL BENEFITS

Educational Benefits For Children
Application Guideline

[Benefits Overview](#)

[Important Notice](#)

EDUCATIONAL BENEFITS FOR DEPENDENT CHILDREN: APPLICATION FORM

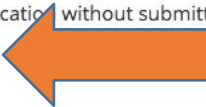
EDUCATIONAL BENEFITS DEADLINES

- Plan #1 - AU Dependent Tuition Scholarship: June 1
- Plan #2 - Tuition Exchange, Inc., Scholarship November 1
- Plan #3 - Cash Grant: January 1 (Spring semester); August 1 (Fall semester)

Please be sure that you read the application closely to ensure that the process goes smoothly and that your student account is credited properly. Questions? Call the Benefits Team at x3400 or email AUtuitionbenefits@american.edu

Once you complete your application, click **Submit** to submit your application to Human Resources. If you wish to save your application without submitting it to Human Resources, click **Save as Draft**.

[Start a new application](#)



Educational Benefits for Dependent Children Application

STAFF NAME DEPARTMENT STUDENT NAME REQUEST STATUS ACADEMIC YEAR



Educational Benefits at American University

AU Dependent Tuition Scholarship



Application for Dependent Child Educational Benefits

Dependent Child Application Procedures

You must complete the Educational Benefits for Children Application every semester or year for which benefits are requested.

Which benefit are you applying for?

- Plan #1 AU Dependent Tuition Scholarship
- Plan #2 Tuition Exchange Scholarship
- Plan #3 Cash Grant

PLAN #1 - AU DEPENDENT TUITION SCHOLARSHIP

* ALL FIELDS ARE REQUIRED

- The application must be completed by **June 1** for **every academic year** for which benefits are requested.
- A nonrefundable \$50 fee is charged for each eligible child for each term (fall, spring, and summer).

- I have read the Educational Benefits for Children policies in the [Faculty/Staff Benefits Manual](#).

Next


Previous





Educational Benefits at American University



AU Dependent Tuition Scholarship



AU Educational Benefits for Dependent Children
Plan #1 - AU Dependent Tuition Scholarship

• INDICATES REQUIRED FIELDS

EMPLOYEE INFORMATION

Employee Name:  

Employee AU ID:

STUDENT INFORMATION

Student Name: *

This is Initial Application
 Renewal Application
(currently attends a College/University and is receiving an AU educational benefit)

Upcoming year in College:

Degree sought:

Student Last 4 digits of SSN: *



Student Date of Birth: *

Student AU ID: (7 digits of Student AU ID)

Academic Year:

Fall :

Spring :

Employee Signature:  

Date:

[Previous](#) [Review](#) [Submit](#)



Educational Benefits at American University

AU Dependent Tuition Scholarship

Plan #1: AU Tuition Scholarship

- Scholarship for tuition at American University
- Student must be accepted to the University.

Please note: The office of undergraduate admissions will waive the application fee and the enrollment deposit for all qualifying dependents applying for undergraduate admissions at American University. If you have any questions about the admissions process please contact Undergraduate Admissions at 202-885-6000 or admissions@american.edu

- Full tuition coverage for 4 academic years or 8 semesters
- Includes 2 summer courses during each academic year
- Application due by June 1, submitted each year



Educational Benefits at American University Tuition Exchange Scholarship

Plan #2: Tuition Exchange Scholarship

- **Competitive** scholarship for tuition at colleges and universities participating in the Tuition Exchange network
- 660+ member schools
- Annual set rate coverage for 4 academic years





Educational Benefits at American University

Tuition Exchange Scholarship

Plan #2: Tuition Exchange Scholarship

- Apply directly through the Tuition Exchange website:
<http://www.tuitionexchange.org/>





Educational Benefits at American University Tuition Exchange Scholarship

Plan #2: Tuition Exchange Scholarship

- Research requirements set by each school of interest
- Families > Tuition Exchange Member Schools – List of all participating schools

Participating Schools



Below is a list of institutions participating in The Tuition Exchange. For school-specific information or to conduct a search based on your criteria, visit our [Search Member Schools](#) page.

[Click here for a printable list of participating institutions.](#)

United Arab Emirates

American University Sharjah - UAE

Morocco

Al Akhawayn University in Ifrane - MR

Greece

American College of Greece - GR

Canada

King's University College at Western University - CN

Kentucky (continued)

University of the Cumberlands, The - KY

Louisiana

Centenary College - LA
Louisiana Tech University - LA
Loyola University New Orleans - LA
Tulane University - LA

Maine

Maine College of Art - ME
Saint Joseph's College of Maine - ME
University of New England - ME

North Carolina (continued)

Wingate University - NC

Ohio

Ashland University - OH
Aultman College - OH
Baldwin Wallace University - OH
Bluffton University - OH
Capital University - OH
Case Western Reserve University - OH
Cleveland Institute of Art - OH
College of Wooster, The - OH
Columbus College of Art & Design - OH



Educational Benefits at American University

Tuition Exchange Scholarship

Plan #2: Tuition Exchange Scholarship

- Research requirements set by each school of interest
- Families > Tuition Exchange School Search – Search by criteria

School-by-School Specifics

Each year we ask participating institutions to complete an Institutional Profile for the upcoming academic year. Most of our 600+ members, about 80% of them, submit this information. If a school does not appear here and is listed as a participating institution they are members, but haven't completed their school profile.

You can select any set of variables by clicking on the appropriate item. Especially useful is information about deadlines, the competitive nature of awards, programs open to TE scholars and the school specific OVERVIEW text box.

[All Schools](#) or [Search by State](#)

Select State:

All Schools/States

Guidelines, Deadlines and Percentage of Awards Offered

Some members have their TE guidelines online usually under Human Resources/Benefits/Educational Benefits/Education Assistance for Dependents.

Schools with online guidelines for Exports or Imports

No Preference

In addition to freshmen, will make award offers to transfers and/or to students currently enrolled but not on TE (sophomores, juniors and seniors) for 2018-2019

No Preference

Deadlines for receipt of certification of candidate application by school

No Preference

Percentage of Award Offers to new TE Candidates meeting admissions standard

No Preference



Educational Benefits at American University

Tuition Exchange Scholarship

Plan #2: Tuition Exchange Scholarship

- Research requirements set by each school of interest
- Families > Tuition Exchange School Search – Excerpt for State Search (PA)

Dickinson College - PA	Set Rate Undergraduate Study Abroad Pell and other grants Initial offers will be announced by April 15, 2018. Overview Information
The percentage of the new admitted TE candidates offered a TE scholarship for the current academic year: 41%-60%	
Apply to this school	
Drexel University - PA	Guidelines for prospective Exports or Imports are online Set Rate Undergraduate Initial offers will be announced by April 15, 2018. Overview Information
Deadline for the receipt of initial TE certification/applications: In January 2018	
The percentage of the new admitted TE candidates offered a TE scholarship for the current academic year: Below 10%	
Apply to this school	



Educational Benefits at American University

Tuition Exchange Scholarship

Plan #2: Tuition Exchange Scholarship

- Research requirements set by each school of interest
 - Families > Tuition Exchange School Search > Overview Information
- Example

Boston University - MA

Overview

Institution Name

Boston University - MA

Address

25 Buick Street
Boston, MA 02215

Liaison Officer

Ms. Majella Keane
HR Service Center Manager
mkeane@bu.edu

School URL

<http://www.bu.edu>

Secondary URL

http://www.bu.edu/hr/bu_benefits/plans/other/Tuition_Exchange.shtml

Additional Information

All Tuition Exchange scholarship application requests must be received by the Boston University Tuition Exchange Liaison Officer no later than January 1, 2018.

Tuition Exchange scholarships are awarded to students entering their Freshman year of college only. Transfer applicants are not eligible for the scholarship.

Cost of tuition at Boston University will be determined in March 2018.

Scholarship awarded for academic year only and are not available for the summer semester.



Educational Benefits at American University

Tuition Exchange Scholarship

TE-EZ Online Application

Instructions

Application

Student Information

* Denotes required field

First Name* Middle Initial Last Name

Application Year Birthdate* MM/DD/YYYY Format

2017 - 2018

Employee Information

* Denotes required field

Title* First Name* Last Name*

Years of Employment* E-mail* Employment Category:*

Current School Employer:*

Applying to: 0/10 maximum schools selected.

You may apply to more than one school at a time by holding down ctrl and clicking multiple schools. If you require submission through more than 10 schools, contact your liaison officer. Submission of multiple applications could result in a decline from your employer to the TE program.

Alaska Pacific University - AK (AK)
Albany Law School - NY (NY)
Albion College - MI (MI)
Albright College - PA (PA)
Alfred University - NY (NY)
Allegheny College - PA (PA)
Alma College - MI (MI)
Alvernia University - PA (PA)
Alverno College - WI (WI)
American College of Greece - GR (GR)

Comments:

Submit Application

Tuition Exchange Application

- Apply via the tuition exchange website
- Choose up to 10 schools per application
- Scholarship is contingent upon regular admission to each school
- Deadline for first year application is November 1
- No need to reapply for future years (administration is coordinated by AU benefits team and the tuition exchange school)
- Schools often require families to submit the Free Application for Federal Student Aid (FAFSA). The FAFSA is a free application and is available for annual submission beginning October 1.

Be sure to research each school's eligibility criteria and requirements/restrictions



Educational Benefits at American University

Cash Grants

Plan #3: Cash Grants

- Awarded to eligible dependent children of faculty and staff hired before July 1, 1995
- Can be used at universities not in tuition exchange or not American University
- Awarded for 4 academic years or 8 semesters
- Must submit online application and the tuition bill for the semester
- Checks will be made out to the dependent's university
- Application due by August 1, for fall semester and by January 1, for spring semester



Educational Benefits at American University Application Deadlines

DEADLINES, ACADEMIC YEAR 2022-23:

- Tuition Exchange (first year) – November 1, 2021 (\$40,000 set rate)
- AU Tuition Scholarship – June 1, 2022
- Fall 2022 Cash Grant – August 1, 2022 (with Invoice)
- Spring 2023 Cash Grant – January 1, 2023 (with Invoice)

DEADLINES, ACADEMIC YEAR 2023-24:

- Tuition Exchange (first year) – November 1, 2022 (\$41,000 set rate)
- AU Tuition Scholarship – June 1, 2023
- Fall 2023 Cash Grant – August 1, 2023 (with Invoice)
- Spring 2024 Cash Grant – January 1, 2024 (with Invoice)



Educational Benefits at American University

Items of Note

Multiple Employed Parents/Guardians:

- If two members of the same family are employed by the university, the maximum educational benefit available for each eligible child is the same benefit that would have been provided if only one person were employed by AU.

Study abroad programs:

- The tuition portion of study abroad programs may be covered. Be sure to discuss with the Benefits Team (at AU) or the Tuition Exchange Liaison Officer (for Tuition Exchange) before registering.

Graduate Education:

- If your child has not used all 8 semesters/4 academic years of educational benefits, they are permitted to apply the remaining semesters towards full-time study for a graduate or professional degree at AU. Note that graduate tuition is considered fully taxable to you. The maximum unused graduate study allowance for each dependent child is two academic years or four semesters.



Educational Benefits at American University

Items of Note

Mandatory Student Health Insurance <https://www.american.edu/aucentral/>:

- If your dependent is covered on your health insurance with American University or through a spouse's health insurance that provides comparable coverage to the AU Student Health Insurance Plan, you may be eligible to waive the student health insurance fee. Waiver instructions will be sent to students in the spring every academic year of enrollment.

HR Website <https://www.american.edu/hr/benefits/education/dependent-children.cfm>:

- Information on dependent children education benefits can be found on the HR website



Educational Benefits at American University

Educational Benefit Taxation

WHAT IS TAXABLE?

Per IRS regulations, graduate-level education received as a benefit of employment is considered to be taxable.

WHEN ARE THESE TAXES APPLIED?

Taxable Tuition is applied during the semester in which the employee (dependent) receives the benefit:

- Spring: February, March and April
- Summer: June, July and August
- Fall: October, November and December

For biweekly employees, taxation will begin with the first paycheck that you receive in the scheduled month.



Educational Benefits at American University

CONTACT INFORMATION

HR Benefits Team

hrpayrollhelp@american.edu

x3836





Educational Benefits at American University

QUESTIONS?

