



TUITION BENEFITS SUMMARY SHEET

PROGRAM NAME	DESCRIPTION	ELIGIBILITY	PROCEDURES	COST
SUNY Tuition Waivers (B-140W) Office of Human Resources www.potsdam.edu/offices/hr 267-2096	<ul style="list-style-type: none"> • Credit-bearing courses of instruction <u>only</u>. • Includes distance learning courses. • Taken at <u>any</u> SUNY campus. • Courses <u>must</u> be directly job related or part of a degree program. • Tuition waived for a <u>max</u> of (2) courses per semester. 	All employees; full-time <u>and</u> part-time (must work 50% or more), including both Research Foundation and State employees.	<u>Tuition Waiver Form</u> available online or in the Office of Human Resources. Return form, with supervisory signature, to the Office of Human Resources.	<ul style="list-style-type: none"> • 50 % of tuition cost waived. • Employee responsible for balance of tuition and all other fees.
Associated Colleges of St. Lawrence Valley-Cross Registration www.associatedcolleges.org Registrar's Office 267-2154 Associated Colleges 267-3331	<ul style="list-style-type: none"> • Credit-bearing courses of instruction <u>only</u>. • Includes distance learning courses. • Courses <u>must</u> originate from SUNY Canton, Clarkson or St. Lawrence University. • Enrollment based on space available. • Cross-registration for max of (2) courses per year. 	All employees; <u>full-time employees only</u> , including both Research Foundation and State employees.	<u>Cross Registration Form</u> available in Registrar's Office of <u>your</u> campus, in Associated Colleges Office at SUNY Potsdam, or online.	<ul style="list-style-type: none"> • No cost for tuition fees. • Employee responsible for all other fees.
UUP Tuition Waiver Student Accounts www.potsdam.edu/offices/studentaccounts 267-2137	<ul style="list-style-type: none"> • Credit-bearing courses of instruction <u>only</u>. • Includes distance learning courses. • Taken at <u>any</u> SUNY campus. • Enrollment based on space available. • UUP employees may enroll in (1) course per semester and per summer session up to 4 credit hours. 	<u>UUP employees only</u> ; full-time <u>and</u> part-time, regardless of percent working.	<u>SUNY Potsdam courses</u> : No form needed; just register for the course, inform Student Accounts you are a UUP employee, and tuition is then waived. <u>Courses taken at other SUNY campuses</u> : See SUNY Potsdam Benefit Administrator, HR Office.	<ul style="list-style-type: none"> • No cost for tuition fees. • Employee responsible for all other fees.
CSEA Tuition Benefit Program www.nyscseapartnership.org (800)-253-4332	<ul style="list-style-type: none"> • LEAP-RECOGNIZED SCHOOL-Voucher for (2), tuition-free courses, <u>or</u> • NON-LEAP SCHOOL- 100% reimbursement for (2) courses up to the equivalent amount of 4 credits hours per course at SUNY undergraduate tuition rate. • CREDIT-BY-Examination Fee Reimbursement- Provides unlimited reimbursement for credit-by-exam fees through CLEP, DANTES, TECEP, and Excelsior College. 	<u>CSEA employees only</u> ; full-time <u>and</u> part-time, regardless of percent working.	Contact the Partnership and speak with an advisor to obtain an application form.	<ul style="list-style-type: none"> • No cost for tuition fees. • Employee responsible for all other fees.
M/C Tuition Reimbursement www.goer.state.ny.us	<ul style="list-style-type: none"> • Includes either credit or non-credit courses. • Includes distance learning courses. • Courses <u>must</u> be job related. • Max reimbursement of \$1750 per fiscal year. 	<ul style="list-style-type: none"> • Eligibility criteria online. • Must be working half-time or more. 	Application and Instructions available online.	<ul style="list-style-type: none"> • Up to 75 % of tuition cost waived. • Some registration fees covered.
NYSOPBA/Council 82 Tuition Reimbursement www.nyscoba.org	<ul style="list-style-type: none"> • Available for courses taken at accredited institutions. • Max reimbursement of \$ 600 per fiscal year 	<ul style="list-style-type: none"> • Eligibility criteria online. • Full-time only. 	Application and Instructions available online.	<ul style="list-style-type: none"> • 50 % of tuition cost waived. • Employee responsible for balance of tuition and all other fees.
PS &T (PEF) Tuition Assistance www.goer.state.ny.us	<ul style="list-style-type: none"> • Up to 6 PSTP Vouchers in each fiscal year. 	<ul style="list-style-type: none"> • Eligibility criteria online. • Must be working half-time or more. 	Benefit only applies w/ accredited colleges.	<ul style="list-style-type: none"> • Employee responsible for all other fees.

** Any one tuition benefit can be used alone or in conjunction with other tuition benefits.

Revised January 2009