

# 2017 Magis Operational Excellence Program – Tuition Remission Benefit Summary

## **Brief Details about the Plan**

Full-time staff members whose employment involuntarily terminated, or full-time faculty whose appointment was not renewed, pursuant to the 2017 Magis Operational Excellence Program (MOEP) Reductions in Force may be eligible for continued tuition remission benefits following their separation from the University. Former eligible employees may receive the benefit to cover a maximum of 6 credit hours per academic semester or term, with a maximum of 18 credit hours per academic year.

In addition, eligible dependent spouses and/or children of these former employees are eligible to receive tuition remission towards their first undergraduate degree. Eligible dependent children are described as natural born or adopted by the former employee, and under 25 years of age. Once the child reaches 25, he or she is no longer eligible to receive the benefit. In order for a spouse to be eligible, they must be legally married to the former employee. Individuals who satisfy these eligibility requirements shall be entitled to a full tuition benefit for undergraduate credit hours taken at Saint Louis University.

### *Current*

### *Students*

Students that are currently enrolled in a SLU program are eligible to continue their use of the benefit until the completion of their degree; however, certain terms and conditions may apply. In order to maintain the benefit without interruption, current students must complete the RIF Tuition Benefit Request Form that can be found in the Benefits section of the Saint University Human Resources website, [hr.slu.edu](http://hr.slu.edu). Instructions are provided in the next section.

### *Prospective*

### *Students*

Former employees who have accepted their separation agreements with 5-9 years of completed service, and their eligible dependent(s), are eligible to utilize the benefit within 2 years of the former employee's date of separation. Participants must be admitted and enrolled into an applicable University program within this time period.

Former employees who have accepted their separation agreements with 10+ years of completed service, and their eligible dependent(s), are eligible to utilize the benefit within 7 years of the former employee's date of separation. Participants must be admitted and enrolled into an applicable University program within this time period.

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This serves as a brief summary of the tuition remission benefit. Please refer to the Saint Louis University Tuition Remission Plan document for a more detailed explanation of benefits offered pursuant to the Plan. In the event of an inconsistency between this summary document and the Plan document, the Plan document will govern. The Plan document can be found at the Saint Louis University Human Resources website, [hr.slu.edu](http://hr.slu.edu).

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## **Tuition Remission Application Process**

1. For current students using tuition remission:
  - o Former faculty and staff whose employment with Saint Louis University ended involuntarily pursuant to the Magis Operational Excellence Program must complete the online Free Application for Federal Student Aid (FAFSA)

for each academic year that the benefit is used for undergraduate tuition benefits. The FAFSA is not required for those taking graduate courses. Contact Student Financial Services at 314-977-2350 for assistance. Tuition remission benefits will not be available if an individual fails to complete the FAFSA form within a timely manner.

- Each applicant (former faculty and staff, spouse and/or child) must submit a completed RIF Tuition Benefit Request Form to the University Benefits office. Please click [here](#) (insert form link) for a link to the form. This is a one-time application for each eligible tuition benefit recipient.
- Applicants are to submit a completed RIF Tuition Benefit Request Form to the University Benefits office by December 1st prior to the start of the academic year.
  - Forms may be scanned and emailed to [benefits@slu.edu](mailto:benefits@slu.edu), or faxed to 314-977-1785, to the attention of the University Benefits Office, or
  - Submit forms via postal mail to the University Benefits Office, 3545 Lindell Blvd, 1st Floor, St. Louis, MO 63103.

### **Restrictions on tuition benefits for Former Eligible Employees and eligible Spouses and Dependents**

- Students currently enrolled at another institution through the FACHEX or Tuition Exchange programs must be admitted and enroll at Saint Louis University beginning the fall semester following the employee's separation in order to continue using the benefit as explained above. Admission to the University or any particular academic program is not guaranteed.
- Tuition benefits are not guaranteed when satisfactory academic progress or admission requirement is not met.
- Tuition benefits do not cover books, fees, or room and board.
- Tuition benefits are not available for the School of Medicine.
- Neither the 1818 Credit nor the Visiting Young Scholars Programs are covered under tuition benefits.
- Tuition benefits are not available for courses offered by SLU as non-credit courses or continuing education.
- Dependent tuition benefits are not available for graduate studies, or additional undergraduate degrees.
- Applicants for undergraduate tuition benefits are required to complete the Free Application for Federal Student Aid (FAFSA) for each academic year that the benefit is used.

### **Tax Implications for Graduate Tuition Remission benefits**

- Graduate tuition benefits are subject to income tax, and participants are required to pay taxes on the value of the tuition benefit in advance of receiving the full benefit.
- Former employees who receive tuition remission benefits to cover graduate course tuition will be required to make arrangements to cover all tuition remission related income taxes prior to completion of the course. Please contact the Benefits office for more details on this requirement.
- Please see the Saint Louis University Tuition Remission Plan for further details.

## **Tax Implications for Undergraduate Tuition benefits**

- Prior to receiving a tuition remission award for undergraduate tuition, an applicant must complete the FAFSA as described above to determine what financial assistance is available to cover tuition expenses. Tuition benefits will be available to cover the difference between financial assistance provided and the full tuition amount.
- At this time, the tuition benefits have been established to remove any tax liability for the tuition remission applicants; however, Saint Louis University reserves the right to change the taxation on undergraduate tuition benefits at any time.
- Please see the Saint Louis University Tuition Remission Plan for further details.

### **Tuition Remission Benefit Administrators**

University Benefits Office 314-977-2595

**[benefits@slu.edu](mailto:benefits@slu.edu)**

#### *Student Financial Services*

Debbie Alexander - Financial Services  
Specialist

314-977-2424

**[alexand2dl@slu.edu](mailto:alexand2dl@slu.edu)**

Julie Martin - Coordinator

314-977-4211

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