



# Minnesota State Colleges & Universities

## Tuition Waiver Benefits for Employees

*NOTE: This matrix is intended for informational use only and should not be used as a substitute for consulting the applicable collective bargaining agreement/personnel plan, Guideline #PER0003, or the appropriate Office of the Chancellor personnel.*

Contract/Plan	Applicable Provisions	Employee Eligibility	Dependent Eligibility	# of semester credits/fees	Credit Year	Where credits can be used
<b>AFSCME</b>	AFSCME CBA Appendix R - Supplemental Agreement for MnSCU, Part 1, Section 7 (page 356)  <i>Effective date 8/28/07</i>	1) Full-time or Part-time unlimited or seasonal; <b>AND</b>	Spouse	<i>Dependents:</i> Not to exceed sixteen (16) credits per year	Fall Semester through Summer Semester(s)	University employees at any university
BU 202, 203, 204, 206, 207		2) Completed 3 consecutive years of service in a Technical College or in the MnSCU System; <b>AND</b>	Dependent Child up to age 26 per insurance definition*	<i>Employee:</i> Not to exceed twenty (20) credits per year		Technical, Community or Co-located college employees at any college.
		3) Enroll in credit courses on a "space available" basis		Student pays all applicable fees ·Does not apply to doctoral programs		Office of the Chancellor employees make a one-time only choice of any MnSCU college or university.
<b>MNA</b>	2007 - 2009 MNA CBA, Appendix L (page 99)  <i>Effective date 9-4-08</i>	1) Full-time or Part-time unlimited or seasonal; <b>AND</b>	Spouse	<i>Employee:</i> Not to exceed twenty (20) credits per year	Fall Semester through Summer Semester(s)	University employees at any university
BU 205		2) Completed 3 consecutive years of service in the MnSCU System; <b>AND</b>	Dependent Child up to age 26 per insurance definition*	<i>Dependents:</i> Not to exceed sixteen (16) credits per year		Technical, Community or Co-located college employees at any college.
		3) Enroll in credit courses on a "space available" basis		Student pays all applicable fees ·Does not apply to doctoral programs		Office of the Chancellor employees make a one-time only choice of any MnSCU college or university.
<b>MAPE</b>	MAPE CBA Appendix R Supplemental Agreement for MnSCU, Section VII (page 152)  <i>Effective date 8/28/07</i>	1) Full-time or Part-time unlimited or seasonal, classified & unclassified; <b>AND</b>	Spouse	<i>Dependents:</i> Not to exceed sixteen (16) credits per year	Fall Semester through Summer Semester(s)	University employees at any university
BU 214		2) Completed 3 consecutive years of service in the MnSCU System; <b>AND</b>	Dependent Child up to age 26 per insurance definition*	<i>Employee:</i> Not to exceed twenty (20) credits per year		Technical, Community or Co-located college employees at any college.
		3) Enroll in credit courses on a "space available" basis		Student pays all applicable fees ·Does not apply to doctoral programs		Office of the Chancellor employees make a choice once each contract period of any MnSCU college or university.
<b>MMA</b>	MMA CBA Appendix E - Supplemental Agreement for MnSCU, Part F, Section 1 (page 85)  <i>Effective date 12/17/2007</i>	1) Full-time or Part-time unlimited or seasonal, classified & unclassified; <b>AND</b>	Spouse	<i>Dependents:</i> Not to exceed sixteen (16) credits per year. Tuition only is waived.	Fall Semester through Summer Semester(s)	University employees at any university
BU 216		2) Completed 3 consecutive years of service in the MnSCU System; <b>AND</b>	Dependent Child up to age 26 per insurance definition*	<i>Employees:</i> Not to exceed twenty (20) credits per year. Tuition and fees waived (except laboratory & special course fees).		Technical College employees at any Technical or Co-located college; Community College employees at any Community or Co-located college; and Co-located college employees at any college.
		3) Enroll in credit courses on a "space available" basis		Does not apply to doctoral programs		Office of the Chancellor employees make a choice once each contract period of any MnSCU college or university.



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<b>Commissioner's Plan</b>	Commissioner's Plan - Appendix M (page 134)	1) Full-time or Part-time unlimited or seasonal, classified & unclassified; <b>AND</b>	Tuition Waiver benefits are available pursuant to the employee's corresponding job classification covered by the applicable collective bargaining agreement. Those job classes that are unique to the Commissioner's Plan follow the MAPE collective bargaining agreement.			
BU 217		2) Completed 3 consecutive years of service in the MnSCU System; <b>AND</b>				
<i>Effective date 12/17/2007</i>		3) Enroll in credit courses on a "space available" basis				
<b>Classified Managers</b>	Managerial Plan - Appendix K (Page 105)	Full-time or Part-time unlimited or seasonal managers have the same tuition waiver benefit as is provided to MnSCU Administrators under the Personnel Plan				
BU 220						
<i>Effective Date 12/17/2007</i>						
<b>MnSCU Administrator's Plan</b>	Personnel Plan for MnSCU Administrators - Section 1.12, Career Development and Tuition Waiver (page 26)	1) Administrators employed with a 0.75 FTE or greater appointment.	Spouse	Not to exceed twenty-four (24) credits per year	Fall Semester through Summer Semester(s)	Employees: any of the MnSCU colleges/universities.
BU 220		Does not apply to doctoral programs		Employees: Tuition and fees waived (except laboratory & special course fees).		Dependents of administrators at a college/university: may use benefits at any institution of the same type as where the employee is employed (college or university)
<i>Effective date: 04/18/2008</i>			Dependent Child up to age 26 per insurance definition*	Dependents: Tuition only is waived, student pays all applicable fees.		Dependents of Office of the Chancellor employees may use benefits as follows: Administrators employed by the University System on 6/30/95 - at any university; Administrators employed by the CC System or TC Board or at a TC on 6/30/95 - at any college; Any Administrator without prior system service may make a one-time choice of any MnSCU college or university.
<b>MSUAASF</b>	MSUAASF CBA - Article 15, Section E (page 65)	1) All MSUAASF bargaining unit members; <b>AND</b>	Spouse	Not to exceed twenty-seven (27) credits per year.	Fall Semester through Summer Semester(s)	University employees at any university
BU 211		2) Enroll in credit courses on a "space available" basis;	Dependent Children (Biological, Adopted, Stepchild or Legal Ward) up to 25 years of age.	Employees: Tuition and fees waived (except laboratory & special course fees).		May be used for applied doctoral courses starting Fall Semester, 2007.
<i>Effective date: 07/18/2008</i>		3) Following death of an ASF employee, employee's spouse or dependent children may use tuition waiver benefits for the following five (5) years.		Dependents: Tuition only is waived, student pays all applicable fees.		



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<b>IFO</b>	IFO CBA - Article 27, Section G (page 109)	1) Full-time faculty members and part-time probationary, part-time non-tenure track and part-time tenured faculty.	Spouse	Not to exceed thirty (30) credits per year; except for retrenched faculty who may not exceed twenty-four (24) credits per year. <a href="#">[Note limits in #2 under 'Employee Eligibility' column.]</a>	Fall Semester through Summer Semester(s)	To be used at state universities only. May be used for applied doctoral courses starting Fall Semester, 2007.
BU 209		2) Part-time fixed-term, adjunct and community faculty; however, the number of credits available to part-time fixed-term, adjunct and community faculty members shall be equal to the # of credit hours taught within that year.	Dependent children (see collective bargaining agreement definition)	Employees: Tuition and fees waived (except laboratory & special course fees).  Dependents: Tuition only is waived, student pays all applicable fees.		
<i>Effective date: 03/14/2008</i>		3) Retrenched faculty and their spouse and children continue to be eligible for tuition waiver benefits within one (1) year following separation.				
<b>MSCF</b>	MSCF CBA - Article 24, Section 3 (page 134)	1) Full-time or Part-time unlimited faculty; <b>OR</b>	Spouse and Dependent Children (Biological, Adopted, Stepchild or Legal Ward) up to 25 years of age.	Not to exceed twenty-four (24) credits per year for employees; dependents may not exceed sixteen (16) credits. Employees and all dependents: Tuition only is waived, student pays all applicable fees.  See special eligibility and number of credits for Temporary Part time faculty members.	Fall Semester through Summer Semester(s)	Faculty member may use twenty-four (24) credits at any System college and/or university. <a href="#">[Note limits in #3 under 'Employee Eligibility' column]</a>  Dependents may use a maximum of sixteen (16) of the faculty member's twenty-four (24) credits at any System college. <a href="#">[Note limits in #3 under 'Employee Eligibility' column]</a>  Current MSCF faculty and Faculty members who retired after 6/30/95 shall be allowed to audit courses with out paying tuition, up to the employee's current tuition waiver credit limit.
BU 210		2) Temporary Full-time faculty				
<i>Effective date 03/27/08</i>		3) Eligibility for Temporary Part Time faculty is semester based. Teaching twelve (12) credits or more in Fall = 12 credits for employee & 8 credits for spouse/dependent. Teaching twelve (12) credits in Spring - 12 credits for employee and 8 credits spouse/dependent. Unused credits from Fall shall carry over to Spring & Summer. Unused credits from Spring shall carry over to Summer. Beginning Spring Semester 2010, Credits taught at more than one college may be added together to determine eligibility for the waiver benefit.				
		4) Enroll in credit courses on a "space available" basis				



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MGEC	MGEC CBA - Article 4, Section 6 (page 4) And MOA dated Jan, 2008	1) Full-time or Part-time unlimited or seasonal; <b>AND</b>	Spouse or dependent child(ren) up to age 26 per insurance definition.*	Not to exceed sixteen (16) credits per year	Fall Semester through Summer Semester(s)	Employees of a state university may have tuition waived at any state university.
BU212		2) Completed 3 consecutive years of service in the MnSCU System; <b>AND</b>		Tuition only is waived, student pays all applicable fees.		
<i>Effective date 12/17/2007</i>		3) Enroll in credit courses on a "space available" basis		Does not apply to doctoral programs		
<b>Health Trtmt Prof</b>	<i>No tuition waiver benefits at this time.</i>					
BU 213						
<i>Effective date 12/17/2007</i>						

**\*Insurance Definition of a Dependent Child:** Eff. 1-1-2011: A dependent child is an eligible employee's child up to age twenty-six (26). A dependent child includes an employee's: (a) biological child, (b) child legally adopted by or placed for adoption with the employee, (c) foster child, and (d) step-child. To be considered a dependent child, a foster child (including a child who is a ward of the employee or spouse, or for whom the employee or spouse is a legal guardian) is a child for whom the employee has submitted a completed Foster Child Certification form. For a step-child to be considered a dependent child, the employee must be legally married to the child's parent. A disabled child is an eligible dependent if he or she, regardless of age or marital status, is incapable of self-sustaining employment by reason of developmental disability, or mental illness or disorder, or physical disability, and is chiefly dependent on the employee for principal support and maintenance. Adult children who have access to their own or their spouse's employer based group health coverage are not eligible dependents.