

MONTANA BOARD OF REGENTS OF HIGHER EDUCATION
Policy and Procedures Manual

SUBJECT: FINANCIAL AFFAIRS

Policy 940.32 – Tuition Waiver for Dependents

Adopted: November 20, 2003; Revised: May 28, 2010; Revised: November 18, 2022

Board Policy:

Employees of the Montana University System will be eligible for a partial tuition waiver benefit for their dependents.

A. Employee/Dependent Eligibility:

Employees must be employed at least $\frac{3}{4}$ time for 120 calendar days (e.g., four months) before being eligible for a dependent tuition waiver benefit. Eligibility begins at the start of the first full academic semester or summer session that follows the 120-day waiting period. Up to two dependents may utilize the dependent tuition waiver simultaneously in an academic term. Employees who utilize the faculty and staff waiver are eligible for a single (one) dependent waiver during the same academic term. Employees must be employed at least $\frac{3}{4}$ time during the entire academic term (e.g., semester or summer session) in which a dependent utilizes the waiver in order to receive the benefit of the waiver. A dependent includes the employee's spouse or adult dependent, as defined in the MUS Employee Benefits Plan, and financially dependent children as defined by the Internal Revenue Code who are unmarried and under age 25. This benefit shall apply to employees included in a bargaining unit only after it has been incorporated in a ratified collective bargaining agreement.

B. Dependent Tuition Waiver Benefit:

The tuition waiver benefit for dependents shall be for 50% of the residential tuition. In no case may registration, course fees or any other mandatory or miscellaneous fees be waived. Dependents may utilize the tuition waiver benefit to take courses at a two-year college that is affiliated with either Montana State University or the University of Montana or in any other two-year or certificate programs and to obtain a first baccalaureate degree at any unit of the university system. Dependents may not use the tuition waiver benefit to attend law school or obtain a graduate degree. The tuition waiver does not apply to non-credit, continuing education or other self-supporting courses.

History:

Tuition Waiver for Dependents (New), approved unanimously by the Board of Regents on November 20, 2003, as revised January 20, 2005, ITEM 121-104-R1103; ITEM 147-105-R0510, approved May 28, 2010, approved adult dependents as dependents for purposes of the policy. Revised November 18, 2022, Item 203-103-R1122.