Policy Title: Tuition Assistance Benefit

APS Number: 5024

APS Functional Area: HUMAN RESOURCES

Date Submitted: April 30, 2021

Proposed Action: Revision

Brief Description: Tuition Assistance Benefit for CU Employees and Dependents

Desired Effective Date: July 1, 2021

Responsible University Officer: Vice President, Administration

Responsible Office: Employee Services

Policy Contact: Employee Services

Last Reviewed/Updated: January 1, 2021

Applies to: Faculty and staff

Reason for Policy: The purpose of this Administrative Policy Statement is to establish the scope of the University of Colorado’s Educational Assistance Program and describe the taxability of educational assistance provided under this program. The university has a Section 127 Educational Assistance Plan established pursuant to Section 127 of the Internal Revenue Code of 1986. This Internal Revenue Code provision currently allows employers to exclude educational assistance provided to employees from their wages, up to a federally mandated limit. Additionally, Section 117 of the Internal Revenue Code allows the university to exclude undergraduate-level tuition assistance for employees of the university and their dependents.

I. REASON FOR PROPOSED ACTION

There are edits to the policy that identify campus eligibility in the form of a chart.

The UCCS Pilot Program which allows employees enrolled at UCCS in an undergraduate or graduate course to enroll seven (7) days prior to the day of the course has been expanded. Effective 7-1-2021, employees who enroll in an undergraduate or graduate course on the Anschutz and Boulder campuses and employees enrolling in a graduate course on the Denver campus may register seven (7) days prior to the first day of class. In addition, employees on all campuses may add themselves to the waitlist for classes.

II. STAKEHOLDER ENGAGEMENT IN THE POLICY REVIEW

Chief Financial Officers
Chief Human Resources Officers (CHROs)
Campus Bursar and Registrar Offices
Employee Services

III. LEGAL REVIEW

A. There is no change to the policy that requires legal review.

IV. FISCAL REVIEW Are there any financial (human resources, technology, operations, training, etc.) or other resource impacts of implementing this policy (e.g., cost savings, start-up costs, additional time for faculty or staff, new systems, or software)? There are no financial impacts with respect to resources for this revision.