



APS JUSTIFICATION

Policy Title: Tuition Assistance Benefit

APS Number: 5024

APS Functional Area: **HUMAN RESOURCES**

Date Submitted: May 15, 2024
Proposed Action: Revision
Brief Description: Tuition Assistance Benefit for CU Employees and Dependents
Desired Effective Date: July 1, 2024
Responsible University Officer: Chief Human Resources Officer and Associate Vice President of Employee Services
Responsible Office: Employee Services
Policy Contact: Chief Human Resources Officer and Associate Vice President of Employee Services
Applies to: Faculty and staff

Reason for Policy: 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

Changes include:

- Increasing benefit from 9 credits to 12 credits per academic year (30% to 40% for Boulder campus dependents)
- Allowing employees to enroll in courses during normal registration cycle
- Allowing dependents and employee to utilize the benefit in the same academic year

II. STAKEHOLDER ENGAGEMENT IN THE POLICY REVIEW

- Human Resources, Chief Human Resources Officers (CHROs)
- Campus Enrollment Management (Admissions, Bursars, Registrars)
- VCG

III. LEGAL REVIEW

A. Do you think legal review would be required for these proposed changes? No.

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)? Yes. If yes, please explain: There is a campus cost to increasing the credits allowed to be waived or reduced as well as the possibility of employees enrolling in classes at the same time as all other students.