

Academic Assistance Eligibility Matrix – 7/1/19

Group	Employee Eligibility	Dependent Eligibility	Spouse Eligibility	Comments
Adjuncts	<ul style="list-style-type: none"> Based on the number of teaching credits accumulated during the previous academic year to a maximum of 24 credits. Accumulation of 12 teaching credits or more during the previous academic year is necessary to qualify for 50% assistance for one semester of full-time day academic. 	<ul style="list-style-type: none"> Based on the Adjunct’s number of teaching credits accumulated during the previous academic year to a maximum of 24 credits. Accumulation of 12 teaching credits or more during the previous academic year is necessary to qualify for 50% assistance for one semester of full-time day academic. 	<ul style="list-style-type: none"> Based on the Adjunct’s number of teaching credits accumulated during the previous academic year to a maximum of 24 credits. Accumulation of 12 teaching credits or more during the previous academic year is necessary to qualify for 50% assistance for one semester of full-time day academic. 	<ul style="list-style-type: none"> Earned credits cannot be carried over from year to year and can only be used once. For example, if credits were used for a spouse the same credits cannot be used for a dependent child.
Administrative Non-Union employees (full-time)	<ul style="list-style-type: none"> Beginning of the academic year following their employment date. 	<ul style="list-style-type: none"> Beginning of the academic year following the employee’s employment date. 	<ul style="list-style-type: none"> Beginning of the academic year following the employee’s employment date. 	
Administrative Non-Union employees (part-time)	<ul style="list-style-type: none"> Beginning of the academic year following their employment date. Assistance is limited to 50% 	<ul style="list-style-type: none"> Beginning of the academic year following the employee’s employment date. Assistance is limited to 50%. 	<ul style="list-style-type: none"> Beginning of the academic year following the employee’s employment date. 	
Clerical Union Employees (full-time)	<ul style="list-style-type: none"> Beginning of the academic year following the completion of the probationary period. 	<ul style="list-style-type: none"> Beginning of the academic year following the employee’s completion of one year of service. 	<ul style="list-style-type: none"> Beginning of the academic year following the employee’s completion of one year of service. 	<ul style="list-style-type: none"> Refer to collective bargaining agreement for additional information

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Clerical Union Employees (part-time)	<ul style="list-style-type: none"> Beginning of the academic year following the completion of the probationary period. Assistance is limited to 50% academic assistance on all eligible credits. 	<ul style="list-style-type: none"> Beginning of the academic year following the employee’s completion of one year of service Assistance is limited to 50% academic assistance on all eligible credits. 	<ul style="list-style-type: none"> Beginning of the academic year following the employee’s completion of one year of service. Assistance is limited to 50% academic assistance on all eligible credits. 	<ul style="list-style-type: none"> Refer to collective bargaining agreement for additional information
CLR Tutors	<ul style="list-style-type: none"> Based on the formula of three credits for each \$2,500 earned at the University by the CLR tutor. Assistance is limited to 50% academic assistance on all eligible credits. 	<ul style="list-style-type: none"> Based on the formula of three credits for each \$2,500 earned by the CLR Tutor. Assistance is limited to 50% academic assistance on all eligible credits. 	<ul style="list-style-type: none"> Based on the formula of three credits for each \$2,500 earned by the CLR Tutor. Assistance is limited to 50% academic assistance on all eligible credits. 	<ul style="list-style-type: none"> Earned credits cannot be carried over from year to year; they can only be used once. For example, if credits were used for a spouse the same credits cannot be used for a dependent child.
Coaches (part-time)	<ul style="list-style-type: none"> Based on prior academic year’s coaching schedule and are eligible for one course for each sport they coached during the prior academic year with a maximum of 2 courses per year at 50% academic assistance. 	<ul style="list-style-type: none"> Based on coach’s prior academic year’s schedule and are eligible for one course for each sport they coached during the prior academic year with a maximum of 2 courses per year at 50% academic assistance. 	<ul style="list-style-type: none"> Based on coach’s prior academic year’s schedule and are eligible for one course for each sport they coached during the prior academic year with a maximum of 2 courses per year at 50% academic assistance. 	<ul style="list-style-type: none"> Earned credits cannot be carried over from year to year; they can only be used once. For example, if credits were used for a spouse the same credits cannot be used for a dependent child.
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Dental Hygiene Lab Supervisors	<ul style="list-style-type: none"> Based on the formula of three (3) credits for each \$5,000 earned at the University as a Dental Hygiene Lab Supervisor in the previous academic year. Assistance is limited to 50% academic assistance on all eligible credits. 	<ul style="list-style-type: none"> Based on the formula of three (3) credits for each \$5,000 the Dental Hygiene Lab Supervisor earned at the University in the previous academic year. Assistance is limited to 50% academic on all eligible credits. 	<ul style="list-style-type: none"> Based on the formula of three (3) credits for each \$5,000 the Dental Hygiene Lab Supervisor earned at the University in the previous academic year. Assistance is limited to 50% academic on all eligible credits. 	<ul style="list-style-type: none"> Earned credits cannot be carried over from year to year and can only be used once. For example, if credits were used for a spouse the same credits cannot be used for a dependent child.
Facility Union Employees (Full-Time)	<ul style="list-style-type: none"> Less than one year of service is limited to one course during any semester. More than one year of service may take up to two courses per semester with supervisory approval. 	<ul style="list-style-type: none"> Beginning of the academic year following the employee's completion one year of service. 	<ul style="list-style-type: none"> Beginning of the academic year following the employee's completion of one year of service. 	<ul style="list-style-type: none"> Refer to Collective Bargaining Agreement for additional information
Facility Union Employees (Part-Time)	<ul style="list-style-type: none"> Less than one year of service is limited to one course during any semester. More than one year of service may take up to two courses per semester with supervisory approval. Assistance is limited to 50% on all eligible credits 	<ul style="list-style-type: none"> Beginning of the academic year following the employee's completion one year of service. Assistance is limited to 50% on all eligible credits 	<ul style="list-style-type: none"> Beginning of the academic year following the employee's completion of one year of service. Assistance is limited to 50% on all eligible credits 	<ul style="list-style-type: none"> Refer to Collective Bargaining Agreement for additional information
Faculty	<ul style="list-style-type: none"> Beginning of the academic year during following their employment date. 	<ul style="list-style-type: none"> Beginning of the academic year during following the faculty member's employment date. 	<ul style="list-style-type: none"> Beginning of the academic year during following the faculty member's employment date. 	
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<p>Unionized Employees of the University Police Dpt. (full-time)</p>	<ul style="list-style-type: none"> Beginning of the academic year during following their employment date. 	<ul style="list-style-type: none"> Beginning of the academic year during following the employees' hire date. 	<ul style="list-style-type: none"> Beginning of the academic year during following the employees' hire date. 	<ul style="list-style-type: none"> Refer to Collective Bargaining Agreement for additional information.
<p>Unionized Employees of the University Police Dpt. (part-time)</p>	<ul style="list-style-type: none"> Beginning of the academic year during following their employment date. Assistance is limited to 50% academic assistance on all eligible credits. 	<ul style="list-style-type: none"> Beginning of the academic year during following the employees' hire date. Assistance is limited to 50% academic assistance on all eligible credits. 	<ul style="list-style-type: none"> Beginning of the academic year during following the employees' hire date. Assistance is limited to 50% academic assistance on all eligible credits. 	<ul style="list-style-type: none"> Refer to Collective Bargaining Agreement for additional information.
<p>PIRs (full-time)</p>	<ul style="list-style-type: none"> Must teach a minimum of 24 credit hours during an academic year for 100% assistance 	<ul style="list-style-type: none"> PIR must teach a minimum of 24 credit hours during an academic year to be eligible for 100% assistance 	<ul style="list-style-type: none"> PIR must teach a minimum of 24 credit hours during an academic year to be eligible for 100% assistance 	
<p>PIRs (part-time)</p>	<ul style="list-style-type: none"> Must teach between 12 and 23 credit hours during an academic year for 50% assistance 	<ul style="list-style-type: none"> PIR must teach between 12 and 23 credit hours during an academic year to be eligible for 50% assistance 	<ul style="list-style-type: none"> PIR must teach between 12 and 23 credit hours during an academic year to be eligible for 50% assistance 	
<p>Retirees</p>	<ul style="list-style-type: none"> Limited to regular Administrative and Faculty employees who had at least 10 years of service and who were age 55 or older at the time of retirement from the University. 	<ul style="list-style-type: none"> Limited to regular Administrative and Faculty employees who had at least 10 years of service and who were age 55 or older at the time of retirement from the University. 	<ul style="list-style-type: none"> Limited to regular Administrative and Faculty employees who had at least 10 years of service and who were age 55 or older at the time of retirement from the University. 	<ul style="list-style-type: none"> The employment status of the retiree is determined as of the time of retirement.

NOTE: All employee groups are limited to two (2) classes per semester.
 Assistance for spouses and dependents for all employee groups is subject to coordination of benefits with the spouse or dependents' employer being primary.
 Spouses and dependents are limited to one degree in each category, i.e., Associate's, Bachelor's or Master's.