

555 FEE WAIVERS & AWARDS

Policy 555 was included in the 2001 University Handbook revision and was amended by the ISU Board of Trustees as follows: Section 555.5 on February 24, 2006, Section 55.2.1.1 on April 27, 2007, and Section 555.4 on May 9, 2009; 555.1, 555.2.1.5, 555.4 and 555.4.2 on August 30, 2011.

- 555.1 General.** Indiana State University offers the following fee waivers Regular Faculty, Staff, spouse or same-sex domestic partners and dependent children. Under no circumstances may an individual qualify for more than one (1) category of waiver during an enrollment period. The choice of category must be made prior to enrollment in order to participate.
- 555.2 Faculty/Staff Fee Waivers.** The University offers a Faculty/Staff Fee Waiver program for benefits-eligible employees who enroll in credit courses at ISU. Employees pay reduced fees for no more than 15 semester hours per academic year (fall, spring, and summer sessions). The faculty/staff member must be in full-time, benefits eligible position on a day the semester begins to be eligible for that semester. Click here to see [procedures](#) for the fee waivers.
- 555.3 Tax Implications of Graduate Level Courses.** If a Staff member is enrolled in a graduate-level course, there may be tax consequences if the fees waived are greater than \$5,250 per year. In this event, the fees waived will be added to the taxable gross income for the year and will be included on the W-2 form.
- 555.4 Spouse/Partner Fee Waivers.** Spouses/same-sex domestic partners of full-time Regular, benefits-eligible Staff members are eligible for a fee waiver of 80 percent of qualified tuition (does not include mandatory fees) for a maximum of 15 credit hours per academic year (fall semester through summer).
- 555.4.1 Must be Full-Time Regular Staff.** The Staff member must be in a full-time regular, benefits-eligible position on the date a semester begins in order to receive the benefit for that semester.
- 555.4.2 Graduate Coursework Taxable.** Fees waived for spouses/same-sex domestic partners enrolled in graduate coursework are taxable and will be added to the employee's taxable gross income for the year and included on the W-2 form.
- 555.4.3 Ineligible Individuals.** Spouses of one-year, temporary staff members and part-time employees are not eligible for this fee waiver.
- 555.5 Dependent Child Fee Award.** Dependent children of full-time, benefits-eligible Staff members and qualified retirees are eligible for a fee waiver in the amount of 80 percent of qualified tuition per semester for a maximum of ten (10) semesters. The staff member must be in a full-time, benefits-eligible position for one year prior to the date a semester begins in order to receive the benefit for that semester. This fee award will be extended to full-time undergraduate students and limited to dependent children enrolled full time in an undergraduate degree program and who are claimed as a dependent for federal income tax purposes.

555.5.1 Ineligible Dependents. Dependents of one-year, temporary staff members and part-time employees are not eligible for this fee award. Application forms are available in the Office of Staff Benefits. Prior use of the dependent child fee award counts toward the maximum of ten (10) semesters.

Last revised February 21, 2012.