Tuition Exchange (TE) Program
Academic Year 2021-2022

May 5, 2020
10:30 a.m. – 11:30 p.m.
Via Webex
Agenda

- Employee Eligibility
- Employee Selection Criteria
- Dependent Eligibility
- Important Notes
- Financial Aid – Process - Steps
- TE Full Process
- Q&A
Employee Eligibility

- All regular full-time and part-time benefits eligible employees
  - Faculty
  - Staff
  - Research personnel
  - Retirees

- Must have a minimum of **four years of service** in a benefits eligible position prior to the close of the TE Preliminary Enrollment Period on August 31, 2020
Employee Eligibility (Cont’d.)

- Employee must remain in a benefits eligible position during the academic year in which the TE scholarship is in effect.

- Student will receive a prorated bill if employment status changes to benefits ineligible, or upon employment termination.
Employee Selection Criteria

1. Eligibility of applicants are verified

2. Applicants are ranked by adjusted service date

3. Based on number of available TE openings, applicants will be placed in a candidate or waitlisted status

4. Letters verifying status and placement are emailed to all applicants
Dependent Eligibility

- Dependent child must be the natural, legally adopted or stepchild of the employee, or a child for whom the employee is the legal guardian.

- The dependent child must be under age 24 and legally dependent upon the employee for support, as defined by IRS regulations.
Dependent Eligibility

- Must maintain academic and behavioral standards of the admitting institution
- Must be unmarried and under age 24 during each academic year in which the TE scholarship is received
Important Notes

- Each semester of participation in the TE program applies towards the eight-semester allowance for graduate-level Tuition Remission coverage

- Graduate degree programs are excluded from the TE scholarship program

- Returning TE scholarship recipients are re-certified by GW Benefits prior to February 1 for the upcoming academic year with the Tuition Exchange Liaison Office
Selected employees are allowed one dependent in the TE program per academic year

Applications received during the 2019 TE Preliminary Enrollment Period are for academic year 2020-2021

Employees selected as TE candidates for the academic year 2020-2021, whose children were admitted to a participating TE institution but not selected as TE scholarship recipients, are required to submit a TE application for academic year 2021-2022 in order to maintain active candidate status
Financial Aid – Process - Steps

Tuition Exchange is a two part process:

Exports Students: This means students that have parent/guardian working at The George Washington University and choosing to export to another school. The other school has to review all export students from GW and decide to accept, wait list or deny students for that academic year.

These GW students are imports to the other school. GW has to verify eligibility through HRMD-Benefits and the Tuition Exchange Liaison has to then go into the TE website to confirm approved or denied based upon HRMD-Benefits review of eligibility.

If chosen to export into another school and the student attends that school, they do not have to re-apply annually. GW will re-certify automatically as long as they are still benefits eligible employees at the university.
Imports are students that are at other colleges and are choosing to apply GW as their Tuition Exchange college. These colleges have to confirm their employees eligibility to participate in the TE program and update on the TE main website. GW then needs to go into the TE main website and review and accept, deny or wait listed students after Committee’s review of the TE scholarships for the academic year.

Note: There is always a two part process. Just because one TE member school certifies their information does not make the student/family automatically approved for a TE scholarship at another TE member school.
Financial Aid – Process - Steps

GW parents/guardians need to note if their student will be attending GW you would not complete a Tuition Exchange application. In this scenario, you would be a Tuition Remission (Benefits) participant with GW, not Tuition Exchange participant.

GW parents/students/guardians need to make sure that they list the colleges on the main Tuition Exchange organization website https://telo.tuitionexchange.org/schools.cfm Applications that have no TE member schools listed will be denied. Families cannot fill out the online application until they get an approval by the GW TE liaison.
Financial Aid – Process - Steps

Note: There are hundreds of applications that go through Tuition Exchange Organization. Each Import and Export school has a certain number of slots available for students. Every student that applies will be considered for the Tuition Exchange Scholarship but there are a limited number of students that are chosen each year.

TE School deadlines to apply are **firm**. If a student/parent misses a TE School deadline then the application is considered late.

The website to start the application process is
https://www.tuitionexchange.org/vnews/display.v/SEC/Families
Tuition Exchange Full Process

1. Preliminary Application is submitted to GW Benefits by 08/31
2. Selected Candidates receive a letter (decision) from the GW Benefits by 09/04
3. TE Liaison contacts Selected Candidates to complete forms for schools they wish their dependents to attend
4. Selected candidates once they receive approval by the TE Liaison, they will complete the online application for each TE member school
5. All TE member schools that receive the TE applications will determine how and who they will award TE scholarship
6. All TE member schools that received your TE application documentation will send the Application/Certification Form that informs you of your award and provide more details.
TE Preliminary Application

- Available at https://benefits.gwu.edu/tuition-exchange
- Faculty/Staff Service Center (FSSC)
- **Deadline:** Monday, August 31, 2020
Questions?