

# Tuition Remission Information Session

October 8, 2019



# Today's Agenda

## Introductions and Overview

## Tuition Remission: Policies and Procedures

- Stephanie Bolen, Human Resources Coordinator

## Admission Information for Xavier

- Lauren Parcell, Dean of Admissions

## Tuition Exchange/FACHEX Program Options and Financial Aid

- Laura Stith, Senior Assistant Director for Financial Aid

## Questions and Answers



# Tuition Remission: Policies and Procedures

## Eligibility

- Dependents of full and part-time employees with one year of service
- **Dependents must be 25 years of age or younger and meet the dependency criteria established by Federal Tax Law**
- **Proof of dependency is required by the University for all children over the age of 22 or who become 23 before September 1 of each academic year**
- Part-time faculty must be teaching during the semester when the dependent is taking classes
- Enrollment may be restricted to a space available basis for undergraduate and graduate programs with class size limitations



# Tuition Remission: Policies and Procedures

## What's Included?

- 90% of undergraduate and graduate tuition (tuition only; room, board, and fees are not covered)
- Doctorate programs are not included

## Graduate School

- The value of the tuition remission amount is a taxable benefit

## Prorated

- Prorated based on 37.5 hours per week for non-faculty employees and 12 credit hours teaching assignment for faculty

## Dependent Tuition Remission Forms

- Must be completed yearly, except for part-time faculty (adjuncts) who must complete the form each semester
- **Complete once your dependent has registered for classes**
- Forms are available online on the Xavier hub>Forms>HR Forms>Tuition Remission for Dependents or in the HR Office



# Tuition Remission: Admission Information

## **Admission Policies and Process**

- The employee or dependent must apply and be accepted for admission at the desired institution in order to participate in tuition remission benefits; on-campus housing, if available
- Must abide by appropriate admission policies, deadlines, etc. at institutions other than Xavier; don't wait until the last minute!
- Early Decision; Early Action; Single Choice Early Action; Rolling Admission: know what each means for each school
- Have options; apply to more than one school; reach vs. match vs. safety schools



# Tuition Remission: Admission Information

## **Xavier Admission Offices and Contacts**

- Undergraduate Admission

All students contact the Office of Admission (degree-seeking first-year and transfer, adult, Weekend Degree, part-time, etc.)

- Graduate Admission

Office of Graduate Admissions

Graduate Services



# Tuition Remission: Admission Information

## Xavier's Undergraduate Admission Process and Policies

- To apply, use one of the following forms:
  - Xavier's online application
  - The Common Application online
- Application Process & Deadlines:
  - Fall Semester Freshman Class Admission -  
Rolling Admission - Decisions sent within 2-3 weeks of receiving all required application materials
  - Spring Semester Admission  
At least 30 days before the start of the semester



# Tuition Remission: Admission Information

Fall Semester Admission:

**Dec. 1:** Early application. Decisions made by late December

**Dec. 1:** Deadline for scholarship applications to be submitted to be considered for the St. Francis Xavier, Weninger and Pro & the Community Engaged Fellowships and most other competitive scholarships

**Dec. 1:** Application deadline for admission into Nursing

**May 1:** Postmark/Submission deadline to submit tuition & housing deposits to confirm enrollment. This is a national reply deadline for all colleges & universities





# Tuition Remission: Admission Information

## Freshman Class Application Requirements:

- No application fee
- Completed application, including essay, list of activities
- Guidance/college counselor recommendation
- Official high school and/or college transcripts, including senior grades if available
- Results from SAT and/or ACT

## Fall 2019 Freshman Class Profile

- Over 15,000 applicants; 1,202 students enrolled
- Accepted student profile:
  - middle 50% GPA: 3.29-3.99
  - middle 50% on SAT: 1110-1310; ACT: 22 – 28

All employee dependent applicants are evaluated by Dean of Admission



# Tuition Remission: Admission Information Selective Program Admission

## Nursing

- Minimum 3.0 weighted high school GPA
- Minimum 24 ACT composite and 21 math sub-score or 1180 SAT composite and 520 math sub-score
- Application deadline is December 1, 2019



# Tuition Remission: Admission Information

## Program Selective Admission

- **Music** - Applicants to Music, Music Education, and Performance must submit additional pieces to their application. This includes the following:
  - Music Resume
  - Music Recommendation Letter
  - Two selections of contrasting styles, each no more than two minutes in length
- Music and Music Education applicants are evaluated using the same academic admission criteria as any other applicant for admission to the University but not the Music major. The Music portfolio (consisting of the above items) will determine their admission into the these majors



# Tuition Remission: Admission Information

## Program Selective Admission

- **Theatre** - Applicants to Theatre, Musical Theatre and Theatre Education must submit additional pieces to their application. Visit [www.xavier.edu/theatre-department](http://www.xavier.edu/theatre-department) for more details
- Theatre Department applicants are evaluated using the same academic admission criteria as any other applicant for admission to the University but not the Theatre majors. The Theatre audition and additional materials will determine their admission into the these majors



# Decisions

- **Acceptance**

*Next step:* deposit or cancel by May 1

- **Defer for 7<sup>th</sup> Semester Grades**

*Next step:* ask guidance office to forward transcript once senior grades available; forward new test results if applicable

- **Waitlist**

*Next step:* if we admit from waitlist, this typically occurs in March/April, but can occur as early as January and as late as July; move forward with other schools if needed

- **Denial**

*Next step:* Consider schools that offer a good academic fit; consider transferring after 1-2 years with increase in GPA, solid college work. Denied applicants may appeal using new academic information



# Tuition Remission

- Best option
- Apply and be accepted
- Complete Remission Form – Forms Button on the Employee Hub – HR Forms



# Tuition Exchange and FACHEX

**Tuition Exchange-** national program with over 675 participating institutions

**FACHEX** – (*Faculty and Staff Children Exchange*) Xavier and 26 other Jesuit institutions participate

[www.tuitionexchange.org](http://www.tuitionexchange.org)



# Tuition Exchange and FACHEX

## Basic Information:

- Dependent children of full time faculty/staff may be considered for these programs
- Award usually covers tuition costs
- Applicants may apply to multiple schools
- Decision is made by importing school; not guaranteed





# Tuition Exchange and FACHEX

## Basic Information (continued):

- Xavier has a point system for Tuition Exchange but it's not currently in effect; all Tuition Exchange and FACHEX applicants will be certified for 2020-2021
- Renewal is done each year if your dependent receives an award



# Tuition Exchange and FACHEX

**Initial Process** (October/November/December of senior year in high school)

- Apply for admission at desired college(s)
- Submit EZ application online - available for both exchange programs
- EZ application must be submitted by **November 1st**
- Xavier's Financial Aid Office will certify eligible students to be considered for the program(s) in November. An email will be sent from the system



# Tuition Exchange and FACHEX

## Next step

- Schools will notify student of acceptance for Admission
- Schools will notify student of the TE/FACHEX decision (award, reject, waitlist)
- **Employee is required to inform the TE/FACHEX liaison of student's school choice and whether they received and accepted a Tuition Exchange or FACHEX award by May 1<sup>st</sup>**

## Renewal Process

- Employees must fill out the paper Tuition Exchange/FACHEX form and submit it to HR by **November 1<sup>st</sup>**



# General Financial Aid Information

Whether going to Xavier or another school, may want to apply for financial aid - (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

- File anytime after October 1
- Aid comes in the form of gift aid (Pell Grant, OCOG) and/or self help (loans and student employment)
- Eligibility is determined by results of the FAFSA

If using Tuition Remission (attending Xavier)

- Initial scholarship/grants/awards will be replaced by remission
- 90% of undergraduate and graduate tuition covered (room, board, and fees are not covered)
- Federal Work Study is need-based aid



# General Financial Aid Information (cont)

## **Work-Study Not Required:** Jobs for Non-Awarded Students

On-campus employers who may hire students during the academic year without federal work study awards include:

- Campus Bookstore - 513-745-3311 or [xavier@bkstr.com](mailto:xavier@bkstr.com)
- Currito Burritos - 513-281-1500 or [kyle@currito.com](mailto:kyle@currito.com)
- Chartwells - 513-745-4235, On-campus dining and catering

**To apply to any of these employers, students should contact them directly.**

The Career Development Office can also assist your son or daughter with an off-campus employment search.



# Tuition Remission: Questions and Answers

- Human Resources Office  
Alumni Center, 1<sup>st</sup> Floor  
745-3638  
[www.xavier.edu/hr](http://www.xavier.edu/hr)
- Financial Aid Office  
Schott Hall 745-3142  
[www.xavier.edu/financial\\_aid](http://www.xavier.edu/financial_aid)
- Career Development Office  
530 Conaton Learning Commons  
745-3141  
[www.xavier.edu/career](http://www.xavier.edu/career)
- Office of Admission (Undergraduate)  
Schott Hall 745-3301  
[www.xavier.edu/undergraduate\\_admission](http://www.xavier.edu/undergraduate_admission)
- MBA  
Smith Hall, 1<sup>st</sup> Floor  
745-4800
- Graduate Services  
Hailstones Hall, 1<sup>st</sup> Floor  
745-3360

