

GRADUATE SCHOOL BENEFIT PROGRAMS 2020 UPDATES

AGENDA:

Tuition Benefit Program 2020 Changes

Graduate Subsidized Health Insurance Program

TBP-ELIGIBLE JOB TYPES

Graduate Research Assistant (RA): job code 9314, Exempt

A graduate student assigned directly to an externally funded research grant (5000 fund only) and doing research for that project.

****The University is encouraging PIs to pay RA tuition from the grants that they are assigned to. RA's paid from a 5k fund can still be on tuition benefit. The tuition benefit paid on their behalf will be deducted from the department's returned overhead.**

TBP-ELIGIBLE JOB TYPES

Graduate Teaching Assistant (TA): job code 9416, Exempt

A graduate student teaching assistant. International students must be cleared through the International Teaching Assistant Program (contact Diane Cotsonas x. 5-6659) before being placed in jobs coded 9416.

Graduate Fellow (GF), no job code, not on payroll

A graduate student on a fellowship, whose tuition is not paid by their fellowship award. Fellowship payments may be distributed as a scholarship through the University's Scholarship Administration System (SA), or in special cases as a monthly traineeship disbursement through Accounts Payable. No employer-employee relationship exists in a fellowship. The University administers the award. A service expectation may or may not accompany it.

TBP-ELIGIBLE JOB TYPES

Graduate Assistant – Teaching Focus (GT)

This category is appropriate only for incoming international students with **limited student contact**, and requires enrollment in ITAP. Once a student has received ITA clearance, they should be in the TA category.

Graduate Assistant – Research Focus (GR)

This category will accommodate graduate assistants doing research or research-related work, who are not paid from a 5000 fund, as well as students doing field work and clinical work.

***If a student wishes to work as a GR outside his/her home (academic) department, prior approval must be granted by the Dean of The Graduate School. Email for approval: tuitionbenefit@gradschool.utah.edu.

****Administrative job types are not allowed in conjunction with TBP

TUITION BENEFIT DOLLAR LIMITS

Each department will have an annual tuition benefit dollar limit for these four categories: TA, GR, GT, GF. (RA's are separate – paid from grant or TBP comes out of returned overhead)

The TBP dollar limit will be based on tbp utilization in 2018-19 for TA, GA, GF.

Increases will have to be requested as part of the department's annual budget meeting.

TUITION BENEFIT DOLLAR LIMITS

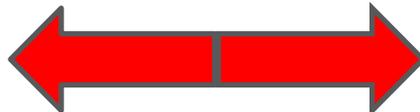
You'll be able to see the dollar limit in your tuition benefit data entry portal. As you add students to your list, the system will calculate an estimate for you,

Add/Edit Student Information

[+ Add Student](#) [Print Signature page](#)

Choose Department

Term: 1206 Summer 2020
Academic Year: 2020 (2019 - 2020)
Year Target Amount: \$1,110,000.00
Number of Students Entered (Year): 75



Actual Used: \$728,364.14
Estimated Used: \$728,364.14

Emplid	Name	GA %	GF %	RA %	TA %	Anticipated Support	Hlth Ins	Signed	Update/Delete
+ Add Student									

Extended Students

Emplid	Name	GA %	GF %	RA %	TA %	Anticipated Support	Hlth Ins	Signed	Update/Delete
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TUITION BENEFIT DOLLAR LIMITS

Once we start to pay out tuition benefits, you'll also see the running total on your report.

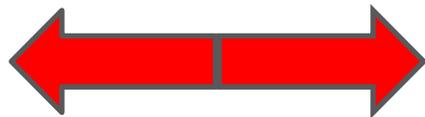
Graduate Tuition Benefit Report - Summer 2020

Org ID #: 00065

Run Date: Apr-30-2020 16:13:52

Term: Summer 2020 Department:

Term: 1206 Summer 2020
Academic Year: 2020 (2019 - 2020)
Year Target Amount: \$1,110,000.00
Number of Students Entered (Year): 75



Actual Used: \$728,364.14
Estimated Used: \$728,364.14

RA Students

Student ID	Name	Class	Support Type		Support		Credit Hours		Tuition		GSHIP	Semester Count		Approval	
			GA %	GF %	Anticipated	Actual	Grad	Total	Total Tuition	Tuition Red.		Total Eligible	Cum. Hours	Signed	Date
00741446	NELSON,ALECD		100	0	2,900	0	0.0	0.0	0	0	No	10	0	No	
			RA %	TA %	Projected	FTE			Benefit %			Term Count			
			100	0	0	0.00			0			2			
RA Chartfield Business: 01 Org/Dept: 00045 Fund: 54321 Activity: 321 Project: 54321 Account: 9876543210															

NEW EXTENDED TUITION BENEFIT OPTION

If the department is paying an RA tuition from a grant, beginning Fall 2020 you'll be able to do that in the tuition benefit system. You'll have a new section in your data entry for **extended tuition benefit**.

xTBP is not *just* for paying tuition from grants – you'll be able to pay tuition for any student from any department fund. This can accommodate students who have run out of tuition benefit, or any student you'd like to pay tuition for.

xTBP will allow you to pay the resident tuition rate. RA's who have exceed 84 total credit hours will still be responsible for the nonresident portion of tuition.

EXTENDED TUITION BENEFIT

Add the student to your tuition benefit data entry portal, check the box for extended tuition benefit, and you'll be prompted to enter a chartfield for the tuition.

 Graduate Tuition Benefit

[Home](#) [Report](#) [Status](#)

Student ID

Extended

GA%

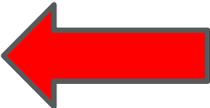
GF%

RA%

TA%

Plan Amount

Health Insurance



EXTENDED TUITION BENEFIT

Add the student to your tuition benefit data entry portal, check the box for extended tuition benefit, and you'll be prompted to enter a chartfield for the tuition.

Student ID Extended

GA%

GF%

RA%

Business Unit(BU) Org/Department Fund Activity Project Account

! If you need to use more than one chartfield to pay the tuition - for example, you'd like to split the tuition between two chartfields - please send an email to tuitionbenefit@gradschool.utah.edu detailing your request. Please include the chartfields and what % of the tuition should be charged to each one.

EXTENDED TUITION BENEFIT

If you've entered a chartfield to pay tuition for a student on extended TBP, you'll see the chartfield underneath that student's line on your report:

Note: Using xTBP does not impact a student's TBP term count.



Home Report Status

BG BRAD GROW ▾

Graduate Tuition Benefit Report - Summer 2020

Org ID #: 00065

Run Date: Apr-30-2020 16:13:52

Term: Summer 2020 Department:

Term: 1206 Summer 2020

Academic Year: 2020 (2019 - 2020)

Year Target Amount: \$1,110,000.00

Number of Students Entered (Year): 75

Actual Used: \$728,364.14

Estimated Used: \$728,364.14

RA Students

Student ID	Name	Class	Support Type		Support		Credit Hours		Tuition		GSHIP	Semester Count		Approval	
			GA %:	GF %:	Anticipated:	Actual:	Grad:	Total:	Total Tuition:	Tuition Red.:		Total Eligible:	Cum. Hours:	Signed:	Date:
00741446	NELSON,ALECD		0	0	2,900	0	0.0	0.0	0	0	No	10	0	No	
			RA %:	TA %:	Projected:	FTE:									
			100	0	0	0.00									
RA Chartfield Business: 01 Org/Dept: 00045 Fund: 54321 Activity: 321 Project: 54321 Account: 9876543210															



FINANCIAL SUPPORT REQUIREMENTS

Minimum support levels for the 2020-21 academic year are:

Fall 2020:

- \$7,950 per semester: 100% tuition benefit
- \$5,962 per semester: 75% tuition benefit
- \$3,975 per semester: 50% tuition benefit

**** Due to covid-19, Fall 2020 rates will hold at a 0% increase over the prior academic year. Spring/Summer 2021 rates will be confirmed based upon future University Budget Guidance.**

TBP AND XTBP REGISTRATION REQUIREMENTS

Minimum Registration for TBP Eligibility: **9** credit hours throughout the semester in Fall/Spring, **3** in summer term.

TBP covers 24 credit hours annually, with a maximum of 12 in Fall/Spring semesters for all categories of students.

All categories of students can qualify for summer tbp, provided they have a qualifying assistantship in the summer, and have at least 3 credit hours remaining for the year. **A student could potentially use 9 in Fall, 9 in Spring, 6 in summer for a total of 24.**

Students may register for a maximum 16 semester hours but are responsible for tuition for hours exceeding 12 credits.

TBP AND XTBP ELIGIBILITY

To be eligible, grad students must be:

- Full-time, matriculated
- Compensated through the University of Utah under an eligible job code
- Maintaining a GPA of 3.0 or above

Tuition Benefit covers:

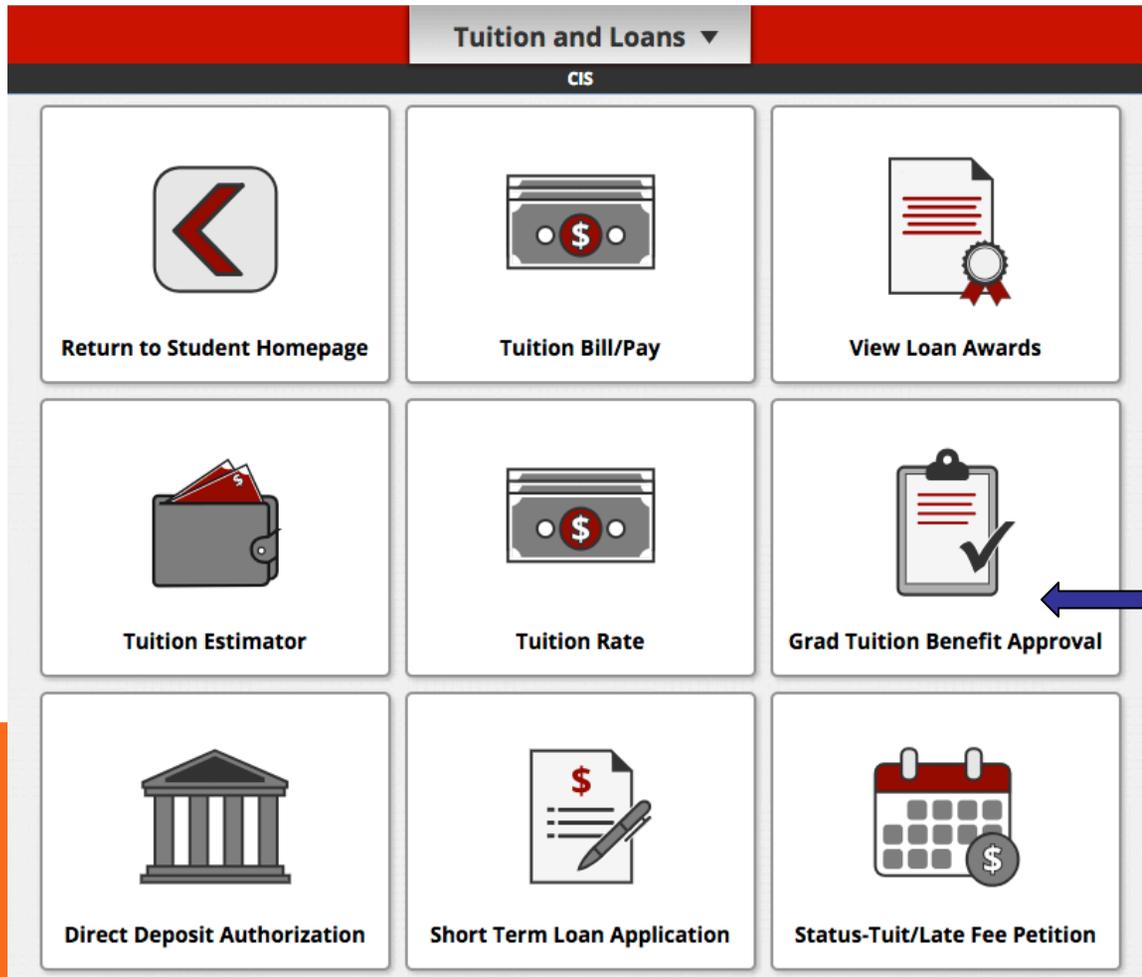
- Regular tuition
- Mandatory fees
- There is no non-resident tuition for anyone on TBP or xTBP, **except for RA's who have reached 85 cumulative credit hours.** The student is responsible for the nonresident tuition in those cases only.

Tuition benefit does not cover:

- Differential tuition charged by various university graduate and professional programs
- non-mandatory fees (special course fees, etc.)
- Repeated courses
- Undergraduate and noncredit courses
- Continuing Education courses

CIS ACCESS TO GRADUATE TUITION BENEFIT APPROVAL FORM

From the Student Page in CIS, click on the “Tuition & Loans” tile.



If you didn't get the email, you can access the approval form directly in CIS.

GRADUATE SUBSIDIZED HEALTH INSURANCE PROGRAM (GSHIP)

Eligibility is the same as for TBP, requires 100% tuition benefit.

The plan is the same student plan that is available to all U students - only difference is the premium subsidy.

All payroll categories of students at 100% tbp are eligible (excluding GF, which is not paid on payroll). The department coordinator must check the insurance box in TBP data entry if you wish to offer insurance.

GRADUATE SUBSIDIZED HEALTH INSURANCE PROGRAM (GSHIP)

The student portion of the GSHIP premium (20%) is billed to their tuition statement.

The other 80% of the premium is collected as an employer deduction on top of the student's payroll. It is not deducted from their pay, it is **billed to the chartfield that they are paid from, on top of their payroll.**

This is a one-time deduction. You may see an encumbrance on your management report after the deduction occurs – that will drop off once the next payroll runs and the system sees that there is no recurring deduction.

Coverage periods for the subsidized plan follow the semester begin/end dates: **August 16 – December 31 (FALL), January 1 – August 15 (SPRING). Spring coverage includes summer term.**

Student enrollment changes cannot be made after TBP data entry closes (census)