

4.10 Fee Waivers

4.10.A Benefit for Employees, their Spouses or Domestic Partners, and Dependent Children

4.10.A.1 Benefit

For eligible full-time classified, administrative and instructional staff, their spouses or domestic partners, and dependent children (includes the natural-born or adopted child of the employee, and the step-child of the employee who is claimed by the eligible employee as a dependent for federal income tax purposes), the benefit is equal to 100% of the undergraduate or graduate instructional fee. The benefit for eligible part-time employees, their spouses or domestic partners, and any dependent children of the employee, is equal to 50% of the undergraduate or graduate instructional fee.

The fee waiver may only be applied to instructional fees. Additional fees, including, but not limited to, the general fee, study abroad program fees, lab fees, late fees, and miscellaneous fees are the responsibility of the student. Comprehensive per credit hour fees, which combine instructional, general, and sometimes miscellaneous fees, are charged for certain graduate programs. The fee waiver benefit for these programs and courses is limited to 100 percent of the standard graduate program instructional fee.

Courses should be taken outside of the employee's normal working hours, but supervisors/managers are encouraged to use flexibility whenever appropriate. Course work must not interfere with completion of employment duties.

4.10.A.2 Eligibility

- a. Full-time employees with an appointment of .80 FTE or greater, of at least nine (9) months duration, are immediately eligible for the benefit. The spouse or domestic partner, and any dependent children of a full-time employee are eligible after the employee has completed three (3) continuous years of full-time employment.
- b. Part-time employees who have an appointment of at least .50 FTE, of at least nine (9) months duration, are eligible for one-half of the benefit after five (5) continuous years of part-time employment. The spouse or domestic partner, and any dependent children of a part-time employee are eligible after the employee has completed ten (10) years of continuous part-time employment.

4.10.B Benefit for Retired* Full-time Employees, Spouses or Domestic Partners, and Dependent Children of Retired Full-time Employees

4.10.B.1 Benefit

For full-time employees who retire from Miami University with at least ten (10) years of continuous full-time employment, their dependent children and spouses or domestic partners, the benefit is equal to 100% of the undergraduate instructional fee.

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4.10.B.2 Eligibility

The spouse or domestic partner or dependent child of a full-time employee who is retired from Miami is eligible for the benefit based on the employee's length of continuous full-time employment as follows:

- a. With at least ten (10) but fewer than 15 years of employment – eligible during the first five (5) years from the date of retirement.
- b. With at least 15 but fewer than 20 years of employment – eligible during the first seven (7) years from the date of retirement.
- c. With at least 20 but fewer than 25 years of employment – eligible during the first ten (10) years from the date of retirement.
- d. With 25 years of employment – eligible for the benefit.

For all dependent children of the full-time employee who is retired, eligibility terminates upon completion of a baccalaureate degree program or age 25, whichever occurs first.

*Retirement includes both service and disability retirements.

4.10.C Benefit for Spouses or Domestic Partners and Dependent Children of Deceased Employees

4.10.C.1 Benefit

For the surviving spouse or domestic partner or dependent children of a deceased full-time employee, the benefit is equal to 100% of the undergraduate instructional fee.

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4.10.C.2 Eligibility

The surviving spouse or domestic partner or dependent children of the deceased full time employee are eligible for the benefit based on the employee's length of continuous full-time employment as follows:

- a. With fewer than ten (10) years of employment – if the surviving spouse or domestic partner or dependent children of the deceased full-time employee are enrolled in the University as of the date of death, eligibility for the benefit continues through the end of the second semester of the academic year in which the death occurs.
- b. With at least ten (10) but fewer than 15 years of employment – if the surviving spouse or domestic partner or dependent children of the deceased full-time employee are enrolled in the University as of the date of death, eligibility for the benefit continues through completion of a baccalaureate degree or age 25, whichever occurs first.
- c. With at least 15 years of employment – the surviving spouse or domestic partner or dependent children of the deceased full-time employee are eligible for the benefit.

Remarriage terminates the eligibility of a surviving spouse. Entering in a marriage, another domestic partnership or civil union, or the equivalent thereof, terminates the eligibility of the surviving domestic partner. For all dependent children of the deceased full-time employee, eligibility terminates upon completion of a baccalaureate degree program or age 25, whichever occurs first.