

Minnesota State Colleges & Universities
Tuition Waiver Benefits for Employees



NOTE: This matrix is intended for informational use only and should not be used as a substitute for consulting the applicable collective bargaining agreement/personnel plan, Guideline #PER0003, or the appropriate MnSCU System Office personnel.

Contract/Plan	Applicable Provisions	Employee Eligibility	Dependent Eligibility	# of semester credits/fees	Credit Year	Where credits can be used
AFSCME	AFSCME CBA Appendix T - Supplemental Agreement for MnSCU, Part 1, Section 7 (page 449)	Full-time or Part-time unlimited or seasonal; AND	Spouse	<i>Dependents:</i> Not to exceed sixteen (16) credits per year OR	Fall Semester through Summer Semester(s)	University employees at any university.
BU 202, 203, 204, 206,		Completed 3 consecutive years of service in the MnSCU System; AND	Dependent child up to age 26 per insurance definition*	<i>Employee:</i> Not to exceed twenty (20) credits per year		Technical, community or co-located college employees at any college.
<i>Effective date 12/1/15</i>		Enroll in credit courses on a "space available" basis.		Student pays all applicable fees ·Does not apply to doctoral programs		MnSCU system office employees make a choice once each contract period of any MnSCU college or university.
		Credits can be shared between employee and spouse/dependent, up to 20 total per credit year.				
MNA	MNA CBA, Appendix J (page 97)	1) Full-time or part-time unlimited or seasonal; AND	Spouse	· <i>Employee:</i> Not to exceed twenty (20) credits per year	Fall Semester through Summer Semester(s)	University employees at any university.
BU 205		2) Completed 3 consecutive years of service in the MnSCU System; AND	Dependent Child up to age 26 per insurance definition*	· <i>Dependents:</i> Not to exceed sixteen (16) credits per year		Technical, community or co-located college employees at any college.
<i>Effective date 8/21/14</i>		3) Enroll in credit courses on a "space available" basis		· <i>Student pays all applicable fees ·Does not apply to doctoral programs</i>		MnSCU system office employees make a one-time only choice of any MnSCU college or university.
MAPE	MAPE CBA Appendix M - Supplemental Agreement for MnSCU, Section VII (page 144)	Full-time or Part-time unlimited or seasonal, classified & unclassified; AND	Spouse	<i>Dependents:</i> Not to exceed sixteen (16) credits per year OR	Fall Semester through Summer Semester(s)	University employees at any university.
BU 214		Completed 3 consecutive years of service in the MnSCU System; AND	Dependent child up to age 26 per insurance definition*	<i>Employee:</i> Not to exceed twenty (20) credits per year		Technical, community or co-located college employees at any college.
<i>Effective date 12/1/15</i>		Enroll in credit courses on a "space available" basis		Student pays all applicable fees ·Does not apply to doctoral programs		MnSCU system office employees make a choice once each contract period of any MnSCU college or university.
		Credits can be shared between employee and spouse/dependent, up to 20 total per credit year.				
MMA	MMA CBA Appendix E - Supplemental Agreement for MnSCU, Part G, Section 1 (page 85)	Full-time or part-time unlimited or seasonal, classified & unclassified; AND	Spouse	<i>Dependents:</i> Not to exceed sixteen (16) credits per year. Tuition only is waived. OR	Fall Semester through Summer Semester(s)	University employees at any university.
BU 216		Completed 3 consecutive years of service in the MnSCU System; AND	Dependent Child up to age 26 per insurance definition*	<i>Employees:</i> Not to exceed twenty (20) credits per year. Tuition and fees waived (except laboratory & special course fees).		Technical college employees at any technical or co-located college; community college employees at any community or co-located college; and co-located college employees at any college.
<i>Effective date 12/1/15</i>		Enroll in credit courses on a "space available" basis		Does not apply to doctoral programs		MnSCU system office employees make a choice once each contract period of any MnSCU college or university.
		Credits can be shared between employee and spouse/dependent, up to 20 total per credit year.				

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Commissioner's Plan BU 217 <i>Effective date 9/20/2013</i>	Commissioner's Plan - Appendix L (page 125)	1) Full-time or part-time unlimited or seasonal, classified & unclassified; AND 2) Completed 3 consecutive years of service in the MnSCU System; AND 3) Enroll in credit courses on a "space available" basis	Tuition Waiver benefits are available pursuant to the employee's corresponding job classification covered by the applicable collective bargaining agreement. Those job classes that are unique to the Commissioner's Plan follow the MAPE collective bargaining agreement.			
Classified Managers BU 220 <i>Effective Date 9/20/2013</i>	Managerial Plan - Appendix K (Page 90)	Full-time or part-time unlimited or seasonal managers have the same tuition waiver benefit as is provided to MnSCU Personnel Plan for Administrators				
MnSCU Personnel Plan for Administrators BU 220 <i>Effective date: 10/29/15</i>	MnSCU Personnel Plan for Administrators - Section 1.12, Career Development and Tuition Waiver (page 31)	1) Administrators employed with a 0.75 FTE or greater appointment. Does not apply to doctoral programs	Spouse Dependent child up to age 26 per insurance definition*	Not to exceed twenty-four (24) credits per year <i>Employees:</i> Tuition and fees waived (except laboratory & special course fees). <i>Dependents:</i> Tuition only is waived, student pays all applicable fees.	Fall Semester through Summer Semester(s)	Employees: any of the MnSCU colleges/universities. Dependents of administrators at a college/university: may use benefits at any institution of the same type as where the employee is employed (college or university) Dependents of MnSCU system office employees may use benefits as follows: Administrators employed by the University System on 6/30/95 - at any university; Administrators employed by the CC System or TC Board or at a TC on 6/30/95 - at any college; any Administrator without prior system service may make a one-time choice of any MnSCU college or university. The Chancellor or Vice Chancellor for Human Resources may elect to use an alternative method for determining the institution type for MnSCU system office administrators.

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Contract/Plan	Applicable Provisions	Employee Eligibility	Dependent Eligibility	# of semester credits/fees	Credit Year	Where credits can be used
MSUAASF	MSUAASF CBA - Article 15, Section E (page 58)	1) All MSUAASF bargaining unit members; AND	Spouse	Not to exceed twenty-seven (27) credits per year.	Fall Semester through Summer Semester(s)	University employees at any university
BU 211		2) Enroll in credit courses on a "space available" basis;	Dependent children (Biological, Adopted, Stepchild or Legal Ward) up to 25 years of age.	<i>Employees:</i> Tuition and fees waived (except laboratory & special course fees).		May be used for applied doctoral courses starting Fall Semester 2007
<i>Effective date: 10/29/15</i>		3) Following death of an ASF employee, employee's spouse or dependent children may use tuition waiver benefits for the following five (5) years.		<i>Dependents:</i> Tuition only is waived, student pays all applicable fees.		
IFO	IFO CBA - Article 27, Section G (page 102)	1) Full-time faculty members and part-time probationary, part-time non-tenure track and part-time tenured faculty.	Spouse	Not to exceed thirty (30) credits per year; except for retrenched faculty who may not exceed twenty-four (24) credits per year. [Note limits in #2 under 'Employee Eligibility' column.]	Fall Semester through Summer Semester(s)	To be used at state universities only. May be used for applied doctoral courses starting Fall Semester, 2007.
BU 209		2) Part-time fixed-term, adjunct and community faculty; however, the number of credits available to part-time fixed-term, adjunct and community faculty members shall be equal to the # of credit hours taught within that year.	Dependent children (see collective bargaining agreement)	<i>Employees:</i> Tuition and fees waived (except laboratory & special course fees).		The # of credits available to part-time fixed-term faculty, adjunct and community faculty shall be equal to the number of credits taught by the faculty member within the year. Credits may be used in the same semester they are earned or in a later semester within the same credit year.
<i>Effective date: 10/29/15</i>		3) Retrenched faculty and their spouse and children continue to be eligible for tuition waiver benefits within one (1) year following separation.		<i>Dependents:</i> Tuition only is waived, student pays all applicable fees.		
MGEC	MGEC CBA - Article 4, Section 6 (page 4) And MOA dated Jan, 2008	1) Full-time or part-time unlimited or seasonal; AND	Spouse or dependent child(ren) up to age 26 per insurance definition.*	Not to exceed sixteen (16) credits per year	Fall Semester through Summer Semester(s)	Employees of a state university may have tuition waived at any state university.
BU212		2) Completed 3 consecutive years of service in the MnSCU System; AND		Tuition only is waived, student pays all applicable fees.		Technical college employees at any technical or co-located college; community college employees at any community or co-located college; and co-located college employees at any college.
<i>Effective date 02/08/2014</i>		3) Enroll in credit courses on a "space available" basis		Does not apply to doctoral programs		

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MSCF BU 210	MSCF CBA - Article 24, Section 3 (page 119)	1) Full-time or part-time unlimited faculty; OR temporary part-time faculty in accordance with Article 24, Section 3, Subd. 2). 2) Faculty can use 24 credits at any MnSCU institution; OR spouse or dependents can use up to 16 at any MnSCU college. 3) Eligibility for temporary part time faculty is semester based. Teaching twelve (12) credits or more in Fall = 12 credits for employee OR 8 credits for spouse/dependent. Teaching twelve (12) credits in Spring - 12 credits for employee OR 8 credits spouse/dependent. Unused credits from Fall shall carry over to Spring & Summer. Unused credits from Spring shall carry over to Summer. Credits taught at more than one college may be added together to determine eligibility for the waiver benefit.	Spouse and Dependent Children (Biological, Adopted, Stepchild or Legal Ward) up to 25 years of age.	Not to exceed twenty-four (24) credits per year for employees; dependents may not exceed sixteen (16) credits. Employees and all dependents: Tuition only is waived, student pays all applicable fees. See special eligibility and number of credits for temporary part time faculty members.	Fall Semester through Summer Semester(s)	Faculty member may use twenty-four (24) credits at any MnSCU college and/or university. [Note limits in #3 under 'Employee Eligibility' column] Dependents may use a maximum of sixteen (16) of the faculty member's twenty-four (24) credits at any MnSCU college. [Note limits in #3 under 'Employee Eligibility' column] Current MSCF faculty and faculty members who retired after 6/30/95 shall be allowed to audit courses without paying tuition, up to the employee's current tuition waiver credit limit.
		4) Enrollment in credit courses on a "space available" basis. Retired faculty can audit courses tuition-free on a space available basis.		May be used for applied doctoral courses starting Fall Semester, 2007.		
Health Trtmt Prof BU 213		No tuition waiver benefits at this time.				
		<p>*Insurance Definition of a Dependent Child: Eff. 1-1-2011: A dependent child is an eligible employee's child up to age twenty-six (26). A dependent child includes an employee's: (a) biological child, (b) child legally adopted by or placed for adoption with the employee, (c) foster child, and (d) step-child. To be considered a dependent child, a foster child (including a child who is a ward of the employee or spouse, or for whom the employee or spouse is a legal guardian) is a child for whom the employee has submitted a completed Foster Child Certification form. For a step-child to be considered a dependent child, the employee must be legally married to the child's parent. A disabled child is an eligible dependent if he or she, regardless of age or marital status, is incapable of self-sustaining employment by reason of developmental disability, or mental illness or disorder, or physical disability, and is chiefly dependent on the employee for principal support and maintenance. Adult children who have access to their own or their spouse's employer based group health coverage are not eligible dependents.</p>				