

**University of Nebraska Medical Center
College of Dentistry
Policy on Tuition Remissions**

11-15-19

Policy Statement

The purpose of this policy is to provide guidance and direction to the academic units (divisions and departments) in the College of Dentistry (COD) as it pertains to the use of tuition remissions. Tuition remissions are one mechanism available to assist the COD in meeting its enrollment goals. Tuition remissions are used strategically and in ways that are congruent with, and advance the mission of the COD and its constituent health profession education programs. Tuition remissions are used to attract students who have demonstrated superior academic performance, or other special or unique skills congruent with the mission of the COD, who are likely to choose to attend another institution were it not for receiving tuition remission.

Each year the COD Scholarship Committee will meet to establish these goals and make a determination regarding the distribution of tuition remissions among the COD constituent programs.

The policy ensures compliance with federal, state, and University of Nebraska Regents policies and regulations, and provides a standardized approach for the use of tuition remissions for all constituent programs in the COD. The policy adheres to, and supports the UNMC-wide policy on tuition remissions.

Definitions

For the purpose of this policy, tuition remissions shall be understood to be synonymous with tuition waivers and represent the reduction or elimination of tuition charges, for specific reasons and based on specific eligibility requirements.

This policy does not govern the use and distribution of externally funded scholarships.

Policy Oversight

The COD Associate Dean for Finance & Administration is responsible for providing oversight for all activities related to the use of tuition remissions, including but not limited to establishing an annual budget for tuition remissions, reconciling the annual budget for tuition remissions, monitoring the use and distribution of tuition remissions, ensuring compliance with all federal, state, University and UNMC rules and regulations pertaining to tuition remissions, and periodically reviewing and as necessary revising this policy.

Categories of Tuition Remission

Remissions Defined by Regents Policy

- **Board of Regents Scholarship:** Remission awarded to Nebraska residents only for high academic achievement. Professional and Graduate Regents Scholarships are determined by each campus. The COD awards Regents Scholarship remissions in accordance with the general standards set forth in Regents Policy (RP 5.8.5), with each health professions program able to award remissions to eligible students.

- **Non-Resident Tuition Scholarship (NRTS):** Remissions awarded to students admitted as non-residents of the State of Nebraska. The amount of remission may vary by student and by program within the COD, but cannot exceed the difference between resident and non-resident tuition. Awarding of NRTS follows the criteria established by Regents Policy (RP 5.8.3).
- **University of Nebraska Employee Scholarships:** Awarded to University employees or their dependents for up to 15 credit hours each academic year per Regents Policy (RP 3.2.6).
- **Yellow Ribbon Tuition Waiver:** Awarded to non-resident students who are veterans and eligible for the Post 9-11 GI Bill. The COD will waive the difference between one-half of resident and non-resident tuition for eligible veterans. This amount varies by COD program.

Remissions Defined by State Law

- **Veterans Dependent Tuition Waiver:** A waiver of tuition, and in some instances fees for the dependents of Nebraska resident veterans who were permanently disabled or killed in the line of duty (see <https://veterans.nebraska.gov/waiver-tuition-program>).
- **Military Reserve Tuition Waiver:** A 50 percent tuition waiver for an active reservist (see <https://veterans.nebraska.gov/reservist-tuition-credit-program>).
- **Line of Duty Dependent Education Benefit:** (NE Statute 85-2304). A waiver for the children of law enforcement officers and firefighters killed in the line of duty, in the amount of the tuition and fees remaining after subtracting awarded federal financial aid grants and state scholarships and grants.

Procedures

Eligibility Requirements and Selection Criteria for Tuition Remission Programs

The University defines minimum eligibility requirements for tuition remissions. However, specific selection criteria as defined by the awarding division/department in the COD may be more, but not less, stringent than University minimums. Each division (unique health professions education program) in the COD will have specific and measureable written selection criteria for awarding the various types of tuition remissions. The criteria will be congruent with the COD criteria outlined in this policy. Each division in cooperation with the Associate Dean for Finance & Administration and the Associate Dean for Education, will ensure that each student has met all requirements before awarding the tuition remission, and document each tuition remission award on the UNMC Remission/Scholarship Disbursement Form (see Appendix A), for annual approval by the Dean of the COD and submission to the UNMC Office of the Controller and Office of the Vice Chancellor for Academic Affairs.

Application Procedures and Selection Processes

The COD will have in place published documentation pertaining to application and selection processes used by the CAHP, including at a minimum, information advertising available remission programs, processes for application, criteria for selection and notification, and terms for renewal (if applicable). This documentation will be reviewed annually by the COD Associate Dean for Education, in consultation with the UNMC Assistant Vice Chancellor for Student Success, and amended as necessary.

Recordkeeping, Monitoring & Reporting for Tuition Remission Programs

Recordkeeping responsibilities reside in the COD Office of Student Services in consultation with the COD Associate Dean for Finance & Administration, and will at a minimum include the maintenance of copies of the UNMC Remission/Scholarship Disbursement Forms for each student awarded any form of tuition remission for a given academic year.

In addition, under the direction of the Associate Dean for Finance & Administration, the COD Scholarship Committee will develop an annual COD projected tuition remissions budget. Further, the Associate Dean for Finance & Administration will retain copies of the reconciled actual tuition remission budget, completed at the close of each year's admission cycle. Should the actual tuition remission budget exceed the projected budget by 10 percent or more, the Associate Dean for Finance & Administration will also notify the UNMC Vice Chancellor for Business and Finance according to UNMC policy.

The COD Associate Dean for Finance & Administration and the Associate Dean for Education will be responsible for communicating tuition remission related data on an annual basis to the UNMC Office of the Vice Chancellor for Business and Finance and the UNMC Office of the Assistant Vice Chancellor for Student Success, and shall serve as the principle points of contact for information on tuition remissions for all constituent programs in the COD.

Tuition Remission Limits

Tuition remissions cannot exceed tuition charges for the given health profession education program, and cannot be applied to non-tuition charges. A refund of tuition remitted is prohibited.