



University of Colorado
Denver | Anschutz Medical Campus

Financial Aid Office

FA Empl Spouse/Child Grant App/ PSPCD

**2011-2012 EMPLOYEE SPOUSE/CHILD
TUITION GRANT PROGRAM
(Denver Campus Only)**

**Application Form
Questions and Answers**

CU Denver Tuition Grant for the Spouse and Child of Employees

Questions and Answer

- 1 Q: **Who is eligible to receive the UC Denver Employee Spouse/Children Tuition Grant?**
A: The spouse and all children of eligible CU Denver faculty/staff employees are eligible.
- 2 Q: **Who are considered eligible employees?**
A: Employees eligible for this program are faculty/staff of CU Denver schools and departments and faculty/staff in consolidated departments (like HR, Finance, and Financial Aid). Employees in consolidated departments are eligible only if they originally worked at CU Denver prior to consolidation. *Employees hired in consolidated departments after consolidation are not eligible.*

Eligible employees include members of the faculty at the rank of instructor and above, members of the classified staff, and unclassified professional and administrative officers who are appointed at 50% time or more. Those who are appointed less than 50% time, temporary employees, hourly employees, teaching assistants, student employees and honorarium faculty are not eligible to receive this benefit. If you are not sure if you are an eligible faculty/staff member, please contact the CU Denver Human Resources office at 303-315-2700.
- 3 Q: **Who is considered a child of an eligible employee?**
A: Children are defined as natural, step or adopted children.
- 4 Q: **What is the maximum award available?**
A: The maximum annual grant will not exceed the amount of tuition charged for 3 credit hours of undergraduate or graduate enrollment at the resident rates only. The annual grant period begins with the fall semester each year and ends with the subsequent summer semester.
- 5 Q: **What is the CU Denver Employee Spouse/Children Tuition Grant Program application process?**
A: Applications are available from the CU Denver Human Resources office (Lawrence Street Center, Suite 1050, Phone 303-315-2700) and the CU Denver Financial Aid Office (North Classroom, Suite 1030, Phone 303-556-2886). It can be downloaded from the Forms section of www.ucdenver.edu/finaid.
- 6 Q: **Is there a limit on how many children of one employee can receive the grant?**
A: No, all eligible children have equal access to the grant.
- 7 Q: **Is there an application deadline?**
A: Yes, each semester the application must be received by the CU Denver Financial Aid Office by census date for regular fall, spring and summer terms. Applications received after this date will not be considered. Census date is the 12th class day for fall and spring terms and the 10th class day summer term. This date is published in the Academic Calendar each term located on the Registrars website (www.ucdenver.edu/Registrar).
- 8 Q: **When will the grant be credited to the student's account?**
A: Applicants are responsible for paying their share of the tuition and all fees by the published due date for the term. All grants will be applied to the student's account within 30 days of the published due date for the term.

- 9 Q: **If both parents are employed by CU Denver, does the applicant get a double tuition grant?**
- A: No, the value of the tuition grant program is limited to the charge for three hours of resident tuition rate based on status, college and major of the student.
- 10 Q: **What if the applicant is a spouse or child of a CU Denver employee, and is also a CU Denver employee?**
- A: If the spouse/child of a CU Denver employee is also a CU Denver employee, the applicant/employee would use the **Employee Tuition Waiver** benefit to cover the first nine semester hours during the calendar year. Therefore, no additional benefits are available through the **Employee Spouse/Child Tuition Grant Program**.
- 11 Q: **What if the applicant is receiving other grants, scholarships or loans? Will the CU Denver Employee Spouse/Children Grant Program reduced the applicant's eligibility for other aid?**
- A: Generally, the applicant is eligible to receive other state or institutional grants or scholarships along with the spouse/child grant. However, if the applicant is also receiving state or federal aid based on need, their aid could be reduced by receiving by receiving the tuition grant. Contact the CU Denver Financial Aid Office for further information.
- 12 Q: **Can this spouse/child grant be used for course work at other campuses of the University of Colorado or at other institutions?**
- A: If the spouse/child is a CU Denver student, coursework at another CU campus (including Anschutz Medical Campus) may be considered if the spouse/child is formally enrolled as a concurrent student and CU Denver is their home campus. This grant cannot be used for courses taken at other institutions.
- 13 Q: **What if the eligible employee retires, terminates, or discontinues employment with the campus or is deceased?**
- A: If the student has already been determined to be eligible for the grant for the semester, then the grant will be applied to the student's account. Grants will not be applied to subsequent semesters.

