

## University Hospital/LISVH Employee Tuition Information Overview

Information about all tuition and professional development assistance programs can always be obtained by visiting the hospital's Intranet Portal – Click on *Human Resources, Benefits, Tuition Reimbursement*

Please feel free to contact the Tuition Coordinator at 4-4753 with specific questions.

Tuition Program Name	Who Is Eligible?	What Schools Are Covered?	What Is Covered?	Where Do I Get the Forms?	What Is the Deadline?
<b>SUNY Waiver</b>	All full-time State Hospital /LISVH Employees  (Research Foundation, CPMP, and Resident Physicians may be eligible but must submit forms to Human Resources Services, West Campus)	SUNY Schools (Stony Brook, Old Westbury, SUNY Farmingdale, Empire State College, Downstate Medical Center, etc.)	A <b>percentage</b> of one course, to a maximum of three credits, each Fall and Spring semesters for full-time employees <b>ONLY</b> (based on funding available). The waiver is intended to be used for a second course, or a course <u>not</u> covered by any other program.	Forms are available on-line through the Intranet: <i>Human Resources, Benefits, Tuition Reimbursement</i> or <i>HR Forms</i> and are available as of the Monday after July 4 for the Fall semester, and the Monday after Thanksgiving for the Spring semester.	Deadlines are listed on the instruction sheet attached to the waiver form
<b>SUNY Reimbursement</b>	All State Hospital /LISVH Employees	All non-SUNY Schools (Suffolk Community College, C. W. Post, St. Joseph's, etc.)	\$25 per credit to a fiscal year maximum of \$300 based on funds availability within your department	Contact the Tuition Coordinator at 4-4753 or 3 Technology Drive, Suite 100	form should be submitted within the first 2-3 weeks of the semester
<b>NYS &amp; CSEA Partnership for Education and Training</b>	All State Hospital Employees represented by CSEA	Voucher program at participating schools identified by CSEA  Non-participating schools utilize a reimbursement program	The program offers: <ul style="list-style-type: none"> <li>• Tuition vouchers</li> <li>• Tuition reimbursement</li> <li>• Credit-by-Examination Fee Reimb.</li> <li>• Targeted tuition benefits</li> </ul>	To download applications and catalog, and for further information, go to: <a href="http://www.nyscseapartnership.org/">http://www.nyscseapartnership.org/</a> and click on the Tuition Benefits	Refer to NYS & CSEA Partnership for Education and Training Tuition Benefits Program catalog.
<b>Management/ Confidential Tuition Reimbursement Program (TRP)</b>	All State Hospital/LISVH Managerial/Confidential employees who have completed 13 bi-weekly pay periods at both the start and completion date of the course or event	All Schools	Covered tuition expenses are reimbursed at the rate of 75 percent, up to a maximum reimbursement of \$2,000 per fiscal year, starting April 1, 2016 and ending March 31, 2017.	Additional information can be obtained at: <a href="http://www.goer.ny.gov">www.goer.ny.gov</a>  and click on Training and Development, M/C  Questions about the TRP program can be directed to GOER at 518-474-6772	It is recommended that course work be approved for reimbursement prior to enrolling with the Educational Organization.  All Part II applications must be postmarked within 60 days after the end date of the course or event.
<b>PEF/PS&amp;T College Tuition Reimbursement (CTR) and Nurses' Enhanced College Tuition Reimbursement (NECTR) Programs</b>	State Hospital /LISVH employees represented by PEF that are working 50% or more.	Any accredited college, university or institution	The College Tuition Reimbursement (CTR) Program may provide reimbursement for up to two qualifying courses once the courses have been successfully completed and payment has been made to the school. The Nurses' Enhanced College Tuition Reimbursement (NECTR) Program may provide up to two additional CTR reimbursements for qualified courses. This program may also provide enhanced reimbursement to a single course where the cost of tuition exceeded the maximum value of the regular CTR reimbursement.	For guidelines and on-line application forms, visit: <a href="http://www.goer.ny.gov">www.goer.ny.gov</a>  and click on Training & Development, PEF  Questions about the CTR and NECTR programs can be directed to GOER at 518-474-6612 or PSTtraining@goer.ny.gov	Please refer to the program guideline information for more details.
<b>United University Professions</b>	All State Hospital /LISVH employees represented by UUP	SUNY Schools (Stony Brook, Old Westbury, SUNY Farmingdale, Empire State College, Downstate Medical Center, etc.)	One course, each Fall semester, Winter session, Spring semester and possibly up to two Summer semesters, as long as separate registrations are conducted and course dates do not overlap. Waiver is on a space-available basis for tuition only.	Forms are available on-line through the Intranet: <i>Human Resources, Benefits, Tuition Reimbursement</i> or <i>HR Forms</i> OR the UUP local union office	Deadline dates for various semesters are listed on the instruction sheet attached to the waiver form