COLLIN COLLEGE EMPLOYEE DEPENDENT TUITION BENEFIT (EDTB) PROGRAM

ELIGIBILITY AND TUITION BENEFIT:
This procedure takes benefit consideration beginning January 2024. The procedure applies to all full-time employees and their dependents, when applicable. Timelines establishing eligibility are included in this procedure and can be found in the tuition benefits application that must be completed each term.

Participation in this program does not guarantee enrollment in any Collin College course. Enrollment is based on availability at the time of student registration.

Employees within one calendar year of being placed on a Level 2 disciplinary action are not eligible to participate.

Following IRS guidelines, employee dependents must be under 24 years of age and verified each semester in one of three ways: 1) Dependent is included on employee's state sponsored health insurance; 2) Dependent is included on federal financial aid application (FAFSA); or 3) Via submission of IRS tax documents indicating dependent status.

Employee Dependent Tuition Waiver for Collin College Credit Courses: The EDTB Program offers tuition waivers for qualified employee dependents for up to a total of 60 Collin College credit hours per eligible full-time dependent of full-time employees at Collin College. A 2.0 minimum grade point average (GPA) is required for the tuition benefit to be approved for the future semester. Participants who fall below the Collin cumulative 2.0 GPA but raise their grades above a 2.0 without the tuition benefits(s) can become eligible for the EDTB Program, once again. Waivers are non-refundable and taxable to the recipient. These awards will be reflected on an annual 1098-T provided by the Bursar's Office to the student. In the event the employee's Collin employment ends or changes to part-time prior to the start of classes, the student will be responsible for the full tuition charges. This tuition waiver program is not retroactive and can only be reviewed within timelines illustrated within this procedure.

TIMELINE:
Employees and their dependents interested in participating in the EDTB Program for courses at Collin College must complete the application process a minimum of one week prior to the posted Drop for Non-Payment deadline listed at https://www.collin.edu/bursar/automaticcancellation.html. Tuition benefit approvals are only good for one semester and must be applied for according to this timeline, each term. All other relevant timelines associated with the EDTB Program will be included in the program's application.