



BOARD OF REGENTS OF  
THE UNIVERSITY SYSTEM OF GEORGIA

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Presidents  
University System of Georgia  
*sent via email*

Dear Presidents:

The Board of Regents (BOR) of the University System of Georgia (USG) met on November 15, 2017 in Atlanta, Georgia. During this meeting, the Board approved revisions to **Board Policy 8.2.19 Tuition Assistance Program**. These revisions allow employees to receive a waiver for the full Board-approved tuition for all Tuition Assistance Program (TAP) eligible programs and expands TAP eligible programs. The attached exhibit shows the revised policy language, provides the effective date for the policy revision and includes helpful background information.

Please share widely with the appropriate offices on your campus.

Sincerely,

Dr. Steve Wrigley  
Chancellor

Enclosure

cc: Tricia Chastain, Executive Vice Chancellor for Administration  
Dr. Tristan Denley, Executive Vice Chancellor for Academic Affairs  
Shelley Nickel, Executive Vice Chancellor for Strategy and Fiscal Affairs  
Tracey Cook, Vice Chancellor for Fiscal Affairs  
Marion Fedrick, Vice Chancellor for Human Resources  
John Fuchko, III, Vice Chancellor for Organizational Effectiveness  
Dr. Joyce Jones, Vice Chancellor for Student Affairs  
Dr. Bobby Laurine, Vice Chancellor and Chief Information Officer  
Charlie Sutlive, Vice Chancellor for Communications and Governmental Affairs  
Terry Thompson, Vice Chancellor for Internal Audits  
Kimberly Ballard-Washington, Interim Vice Chancellor for Legal Affairs and Secretary to the Board  
Dr. Martha Venn, Deputy Vice Chancellor for Academic Affairs  
Karin Elliott, Associate Vice Chancellor for Total Rewards  
Brooke Bowen, Legal Counsel  
Wesley Horne, Director of Ethics and Compliance

Institutional Vice Presidents of Academic Affairs  
Institutional Vice President of Student Affairs  
Institutional Chief Business Officers  
Institutional Legal Officers  
Institutional Audit Directors

**Exhibit**  
**BOARD OF REGENTS POLICY MANUAL**  
**Revised Policy and Background Information**  
**Meeting of November 15, 2017**

**Revision to Board Policy 8.2.19 Tuition Assistance Program**

**A. Background:**

The Tuition Assistance Program (TAP) was established by the Board to encourage and support full-time faculty and staff in professional development. Professional development is important because it is a means by which employees maintain and enhance their knowledge and skills related to increasing their productivity and contribution to the University System of Georgia. Eligible employees, who are approved to attend classes, receive a waiver of tuition and certain fees for TAP eligible programs.

The revisions to this policy allow employees to receive a waiver of the full Board approved tuition regardless of the mode of delivery (i.e. face-to-face, online or a hybrid) for all TAP eligible programs. Previously, some institutions charged a tuition differential for online courses.

The revisions also expand TAP eligible programs to include all graduate programs, with the exception of executive total cost programs, dental, medical, pharmacy, veterinary, and law programs. Previously, all executive and premiere graduate programs were excluded under the policy.

**B. Effective Date:**

The effective date of these revisions is January 1, 2018.

**C. Revisions to Board Policy Section 8.2.19 Shown with Markup:**

**8.2.19 Tuition Assistance Program**

(Last Modified on January 21, 2011)

The USG and its institutions will encourage full-time faculty, staff, and administrators to participate in development activities and study by remitting tuition for those activities that have been authorized by the employee's institution. Participation in the Tuition Assistance Program shall be available to full-time, benefits-eligible employees who have successfully completed at least six (6) months of employment in a benefits-eligible position as of the date of the Tuition Assistance Program application deadline for the desired academic semester.

Full-time employees (who meet the applicable admissions standards and who have received appropriate prior authorization from their institution) may enroll in up to nine

~~(9)~~ academic semester credit hours (~~BoR Minutes, August 2010~~) for each of the three ~~(3)~~ designated semester periods: fall semester, spring semester, and summer semester.

Student status will be secondary to employee status in all considerations, including student fee waivers. Tuition assistance is the waiver of tuition and the waiver of certain fees. Tuition waivers for employees participating in the Tuition Assistance Program will be applied as follows effective January 1, 2018:

The Board approved applicable face-to-face or online tuition rate will be waived in full for all undergraduate and graduate programs and classes eligible under the Tuition Assistance Program.

Tuition Assistance Program participation will be granted on a space-available basis. For limited-slot enrollment programs, approval must be granted by the teaching institution. An employee must receive a grade of C or better in each approved Tuition Assistance Program academic course.

~~Employees may not enroll in the following professional schools~~ The following programs are not eligible for the Tuition Assistance Program waiver:

1. Dental
2. Medical
3. Pharmacy
4. Veterinary
5. Law
6. ~~Executive/premiere or comparable graduate programs~~ Executive total cost programs

~~(BoR Minutes, September 2004)~~