

IU TUITION BENEFIT APPLICATION

IU HIGH SCHOOL (IUHS) TUITION WAIVER

**IMPORTANT—PLEASE READ ALL INFORMATION ON REVERSE SIDE BEFORE COMPLETING THIS FORM**

Before registering for classes, check with IUHS to confirm that this form has been processed. This form must be completed and processed to have the tuition waiver applied during course registration. Find more information about IUHS by contacting iuhs@indiana.edu or by visiting iuhighschool.iu.edu.

SECTION 1 EMPLOYEE INFORMATION			
Employee Name:		10-Digit University ID:	
Address:	City:	State:	Zip:
Campus:		Phone:	
Email:			

SECTION 2 STUDENT INFORMATION			
Recipient: <input type="checkbox"/> Employee <input type="checkbox"/> Spouse* (Marriage Date: _____) <input type="checkbox"/> Dependent Child*			
* Documentation to verify the relationship (e.g. marriage or birth certificate, guardianship order) is required to be submitted with this application unless it has been previously submitted (such as for medical coverage). Please indicate whether you:			
<input type="checkbox"/> are submitting dependent documentation with this enrollment, or			
<input type="checkbox"/> have previously submitted dependent documentation to IU Human Resources			
Student Name:		Date of Birth:	
Address:	City:	State:	Zip:
Citizenship:			
Email:			
FOR DEPENDENT CHILD TUITION BENEFIT			
Dependents are eligible through age 23, as long as the child meets the IRS support test requirements as a qualifying child of the employee or spouse (see IRS Pub 501). Eligibility ceases at the end of the semester in which the child reached age 24, unless the child is totally disabled.			
Dependent Date of Birth:		Dependent Age:	
Is this child:			
• unmarried?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
• able to meet the IRS support test requirements as a qualifying child?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
• age 23 or under?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
• totally disabled?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

SECTION 3 AFFIRMATION/SIGNATURE	
I affirm that all information submitted as a part of, and in support of, this application is complete and correct, including the student information section of the application, and understand that any intentionally false declaration may result in disciplinary action up to and including termination of employment at Indiana University.	
Employee Signature:	Date:

To sign and submit this form digitally you must first save it to your device.

Submit this form to hrbnfts@iu.edu or mail to IU Human Resources, ATTN: IUHS Tuition Waiver, 420 N. Walnut St, Bloomington, IN, 47404.

FOR HR USE ONLY	Approved by:	Date:
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**IMPORTANT—PLEASE READ ALL OF THE INFORMATION BELOW BEFORE COMPLETING THE APPLICATION.**

Before registering for classes, check with the IUHS to confirm that this form has been processed. This form must be completed and processed in order to have the tuition benefit applied during course registration.

IU HIGH SCHOOL (IUHS) SUMMARY

IUHS is a virtual high school that provides individual courses as well as a fully accredited high school diploma through distance learning. IUHS is accredited through the North Central Association and accepted for college admission by Indiana University and Big Ten schools, as well as many other universities nationally.

IUHS can be used by adults as an alternative to a GED education, by parents home schooling their children, as a supplement to regular high school programs, and by faculty or staff who wish their children to complete a domestic high school degree while overseas.

BENEFIT AMOUNT

The benefit provides a 25 percent waiver of course tuition for eligible employees and their dependents who enroll in courses offered through IUHS.

ELIGIBILITY**Employee & Retiree Eligibility**

The following categories of individuals associated with Indiana University are eligible for the IUHS Tuition Waiver. To be eligible, the individual must have such status at the time of registration for IUHS courses.

- Full-time (75% FTE or greater) appointed Academic and Staff employees (including Residents)
- Full-time (75% FTE or greater) appointed Academic and Staff employees (including Residents) on an approved leave of absence
- Former employees with IU Retiree Status
- Disabled former full-time (75% FTE or greater) appointed Academic and Staff employees (including Residents) receiving long term disability benefits from a university-sponsored plan, the Social Security Administration, or Public Employee's Retirement Fund (PERF)

Spouse Eligibility

A spouse means one by marriage, either opposite-sex or same-sex, legally entered into in one of the 50 states, the District of Columbia, or a U.S. territory or a foreign country.

To be eligible for the IUHS Tuition Waiver, at the time of registration for IUHS courses, the spouse must meet the definition of a spouse, as defined by the Plan, of an eligible employee or Retiree, or of a deceased employee or Retiree who was eligible at the time of their death.

Dependent Child Eligibility

A dependent child is defined as the biological or adopted child, stepchild, or child whose legal guardian is an eligible individual. The child must also:

- be 23 years of age or under, and
- be unmarried, and
- meet the IRS Support test requirements as a qualifying child of the employee or spouse (as defined in [IRS Publication 501](#)).

To be eligible for the IUHS Tuition Waiver, at the time of registration for IUHS courses, the dependent child must meet the definition of a dependent child, as defined by the Plan, of an eligible employee or Retiree, or of a deceased employee or Retiree who was eligible at the time of their death.

ENROLLMENT

For IU High School (IUHS) courses, a separate IUHS Tuition Waiver Application must be completed before the student registers for classes. The fee waiver cannot be applied to courses after you have registered.

Completed applications should be submitted to IU Human Resources for processing. After verification of eligibility, IU Human Resources will provide your enrollment information to Indiana University High School. At that time, you may register for IUHS courses with the fee waiver.

CUSTOMER SERVICE

Questions about eligibility can be answered by visiting the [IU Tuition Benefit Plan web page](#) or by reaching out to IU Human Resources at (812) 856-1234 or hrbnfts@iu.edu.

Questions about IUHS program, including the tuition waiver, should be directed to IUHS at (812) 855-2292 or (800) 334-1011, or by email to iuhs@indiana.edu.