DEPAUL

EMPLOYER TUITION DEFERRAL PLAN 2023/2024

DePaul’s Employer Tuition Deferral (ETD) program is an option for students who receive tuition reimbursement from their employers. It is administered through the Student Financial Accounts office. The program is designed to accept coverage by an employer tuition reimbursement program as pending payment. Since employer reimbursement is generally issued at the end of a term, this tuition deferral allows the students covered by such an employer reimbursement plan to receive an extended payment due date for their tuition charges. Bills and grades will be issued to the students only and not to the employers. It is the responsibility of the student to provide their employers with copies of any documents their employer may require. Regardless of when the employer reimburses the student, the extended tuition due dates are not negotiable.

WHAT ARE THE ELIGIBILITY REQUIREMENTS?
Students must submit the application online by the application deadline. If there is a doubtful account history, a past due balance, or insufficient employer documentation, the student will not be accepted into the program or might be cancelled from the program.

WHAT COURSES CAN I ENROLL INTO TO BE ELIGIBLE FOR THIS PROGRAM?
To be eligible to participate in this program, students must be enrolled in the traditional terms (see qualify terms). Special seminars, extended courses, workshops, courses which require pre-payment, audits and zero credit courses are not covered in this program.

CAN I APPLY FOR THIS PROGRAM IF I HAVE ALSO APPLIED FOR FINANCIAL AID?
This program is designed to assist students who do not receive financial aid. Financial Aid can be defined as Grants, Loans, or Third Party Sponsorship. However, we understand that students might not be receiving 100% reimbursement from their employer hence, we will allow students receiving aid to participate. Accounts are periodically audited, if we do not receive proper documentation, you will be automatically removed from this program.

WHAT IF MY EMPLOYER DOES NOT REIMBURSE ME IN TIME TO PAY MY BILL BY THE EXTENDED PAYMENT DUE DATE, OR IF THERE ARE OTHER CIRCUMSTANCES THAT PREVENT ME FROM PAYING?
This is already an extension to the regular tuition due date. Regardless of when the employer reimburses the student, it is the student’s responsibility to pay the balance in full or before the deferred tuition due date. Students who experience a delay from their employers typically pay tuition using a credit card.

- Payment is due whether or not course work is completed.
- Payment is due even if the student has NOT received reimbursement from their employer.
- Payment is due whether or not passing grades are received.
- Extended tuition due dates are not negotiable.
- $100 delinquency fee will be assessed to students who do not meet the extended payment deadlines.
- Failure to meet the application agreement will jeopardize future participation in the program and may prevent future enrollment in the program.
- Payments can be made on the web at https://campusconnect.depaul.edu

HOW DO I APPLY?
Applications are submitted online by login in to Campus Connect.

Under the “Student Accounts” tile, select “Employer Tuition Deferral and follow the prompts. You will be notified instantly if your application is denied. If you must submit a paper application, return it to Student Accounts. Returning it to the college office unless otherwise directed to do so will not ensure that you will participate in the program.
### FEES SCHEDULE/IMPORTANT DATE

<table>
<thead>
<tr>
<th>Qualifying Term</th>
<th>Fee</th>
<th>Application Deadline</th>
<th>Deferred Payment Due Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Application (Fall, Winter &amp; Spring only)</td>
<td>$125</td>
<td>09/12/23</td>
<td>Refer to term due date</td>
</tr>
<tr>
<td>Fall term</td>
<td>$50</td>
<td>09/12/23</td>
<td>01/12/24</td>
</tr>
<tr>
<td>Winter term</td>
<td>$50</td>
<td>01/14/24</td>
<td>04/27/24</td>
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<tr>
<td>Spring term</td>
<td>$50</td>
<td>04/09/24</td>
<td>07/21/24</td>
</tr>
<tr>
<td>Summer Session</td>
<td>$50</td>
<td>06/25/24</td>
<td>09/30/24</td>
</tr>
<tr>
<td>Law Annual Application (Fall &amp; Spring only)</td>
<td>$125</td>
<td>09/02/23</td>
<td>01/24/24</td>
</tr>
<tr>
<td>Law Fall Semester</td>
<td>$60</td>
<td>09/02/23</td>
<td>01/24/24</td>
</tr>
<tr>
<td>Law Spring Semester</td>
<td>$60</td>
<td>01/29/24</td>
<td>06/22/24</td>
</tr>
<tr>
<td>Law Summer Session</td>
<td>$60</td>
<td>06/09/24</td>
<td>09/07/24</td>
</tr>
</tbody>
</table>

- **ALL FEES ARE NON-REFUNDABLE.**
- Applications must be submitted online by the deadline date. The online system will not allow enrollment once the deadline date has expired.

For information about the Employer Tuition Deferral program, call the Student Financial Accounts office at: (312) 362-8610.
DePaul University reserves the right to refuse acceptance into this program for any reason. The University does not discriminate on the basis of race, color, national origin, religion, sex, age, or handicap in admission, employment, or provision of services. DePaul University reserves the right to verify employment.

Please do not return this application to the college office. Any questions regarding this program should be directed to the Student Financial Accounts Office at: (312) 362-8610.