

SUMMER TUITION ASSISTANCE DEADLINE IS 5:00 PM ON THURSDAY, MAY1

Completed applications, **including proof of registration**, for the summer 2008 tuition assistance program must be in the Department of Human Resources by 5:00 pm, Thursday, May 1 for the summer session and 5:00 pm, August 1, 2008 for the fall semester.

Tuition Assistance Program for Classified and Hourly Employees:

Eligible classified employees may receive assistance for up to 15 credit hours per year; six (6) credit hours for the fall semester, six (6) credit hours for the spring semester and three (3) credit hours for the summer sessions at the in-state rate. Eligible part-time classified employees and hourly employees are eligible to receive 75% of the benefit or less (prorated upon the hours worked per 40 hour week).

Tuition Assistance Program for Faculty and Faculty Administrators:

Eligible faculty and faculty administrators will be awarded tuition support at Old Dominion University, not to exceed three (3) credit hours per semester and three (3) credit hours in the summer session at the in-state rate.

Tuition Assistance Program for Dependents and Spouses:

The Tuition Assistance Program for dependents and spouses of employees is **not available in the summer**. Spouses and dependents of full-time faculty, full-time faculty administrators and full-time classified employees will be eligible for tuition assistance at Old Dominion University for six (6) credit hours in the fall semester (August 1, 2008 deadline) and six (6) credit hours in the spring semester (December 1, 2008 deadline). The benefit for the dependents and spouses of part-time classified and hourly employees will be prorated upon the hours worked per average 40 hour week, not to exceed 75% of the benefit.

You may read the policies on the web at:

<http://www.odu.edu/af/humanresources/benefits>.

You may find general information and the application forms on the web at:

<http://forms.odu.edu/browse.php?cat=4>.

If you have questions or need additional information call Natalie Watson at 683-4237.