Einstein College of Medicine Inc. Child Tuition Support Benefit  
*(amended September 9, 2015)*

**PURPOSE:**
To provide tuition support for the dependent children of eligible full time faculty, deans, associate deans, assistant deans, senior officers and senior directors enrolled in an undergraduate or graduate degree programs at accredited institutions of higher education.

**ELIGIBILITY:**
Only full-time faculty members, deans, associate deans, assistant deans, senior officers and senior directors employed by the Albert Einstein College of Medicine Inc. in regular, active service.

**RESPONSIBILITY:**
Responsibility for the interpretation and administration of this policy is assigned to the Chief Human Resources Officer.

**GENERAL PROVISIONS:**
A dependent child of an eligible full-time Faculty Member under this category, when matriculated as a full-time student at an accredited undergraduate or graduate institution of higher education, is eligible for partial reimbursement of each semester’s tuition. Fees, room, board, books and other discretionary charges are not reimbursable expenses. The total number of years of reimbursement for each child will remain at four years – combined both undergraduate and graduate levels of study. Tuition support is as follows:

- Tenure or tenure track faculty with ranks of Professor, Associate Professor, and Assistant Professor – 50% of undergraduate or graduate tuition up to $7,250 per semester per child to an academic year maximum of $14,500 per child.
- Research Professors – 50% of undergraduate or graduate tuition up to $6,250 per semester per child to an academic year maximum of $12,500
- All other faculty - 50% of undergraduate or graduate tuition up to $5,000 per semester per child to an academic year maximum of $10,000
- Deans, associate deans, assistant deans, senior officers and senior directors - 50% of undergraduate or graduate tuition up to $7,250 per semester per child to an academic year maximum of $14,500 per child.

A dependent child, both of whose parents are eligible full time Einstein faculty members, is entitled to tuition support emanating from each parent. The combined payments, however, may not exceed the net amount of tuition due after allowances from other sources as described above.
PROCEDURE:
At least thirty (30) days prior to registration all forms, which can be found on the Einstein Human Resources website at www.einstein.yu.edu/hr should be submitted to the Benefits Office together with a Bursar’s receipt from the educational institution containing the name of the student, tuition charges and other fees, and scholarship information.

The Benefits Office is responsible for verifying the eligibility of the applicant and the accuracy of the information. Once the application for tuition support has been approved, the amount of that support will be added to the eligible employee’s paycheck.

TAX LIABILITY:
Taxability of Tuition Benefits for Dependents:
Tuition support provided for eligible dependents for courses below the graduate level, is taxable unless the employee’s total compensation from all sources from this institution is below the definition of a highly compensated employee as determined by the IRS each year for the preceding year.

An employee is considered to be highly compensated for the preceding year if total compensation earned of more than $120,000 (if the preceding year is 2015 or 2016).

Withholding for Taxable Benefits:
All tuition support benefits that are taxable require withholding by the employer. If the Internal Revenue Service should determine that there is any tax obligation beyond any amount already withheld, the employee will be responsible for any additional taxes due.

The University reserves the right to prospectively revise, modify or withdraw the benefits outlined and/or change eligibility requirements.

If you have any questions, please call the Benefits Office.