

# Tuition Remission: Employee FAQ

Human services workers participating in the Providers' Council's Tuition Remission program may be able to attend a Massachusetts state-supported undergraduate courses at any state community college, state college or at the University of Massachusetts on a tuition remission basis.

This program is NOT eligible for graduate courses, continuing education classes or certificate programs.

## How do I use the Tuition Remission program?

1. Contact your organization's human resource (HR) department to determine your eligibility for this program and obtain a Certificate of Eligibility.
2. Check with your school registrar to confirm your course(s) eligibility and ask if they accept tuition remission (NOT reimbursement). If you are eligible, work with your organization's HR department to complete the Certificate of Eligibility and mail it to the Providers' Council.
3. Once the form is approved, the Council will return it to your HR department, and the signed and stamped Certificate will need to be delivered by you, to your school bursar's office which will then be applied to your tuition.

## Which courses can I take?

You can enroll in any state-supported undergraduate course from participating schools related to your field and/or current position. Admission to all state-supported courses in on a space-available basis. Contact the school to confirm if your course is eligible.

## When should I fill out and send in the Certificate of Eligibility?

The completed, double-sided certificate should be sent to the Providers' Council at least 30 days prior to the start of your course.

## What do I need to pay?

You are responsible for all fees, books or supplies related to your course. We encourage employees to check for fees and other potential costs prior to applying for Tuition Remission.

## Schools that accept Tuition Remission:

- Berkshire Community College
- Bridgewater State University
- Bristol Community College
- Bunker Hill Community College
- Cape Cod Community College
- Fitchburg State University
- Framingham State University
- Greenfield Community College
- Holyoke Community College
- Massachusetts Bay Community College
- Massachusetts College of Liberal Arts
- Massachusetts College of Art
- Massasoit Community College
- Middlesex Community College
- Mt. Wachusett Community College
- North Shore Community College
- Northern Essex Community College
- Quinsigamond Community College
- Roxbury Community College
- Salem State University
- Springfield Technical Community College
- University of Massachusetts - Amherst \*
- University of Massachusetts - Boston \*
- University of Massachusetts -Dartmouth \*
- University of Massachusetts - Lowell \*
- Westfield State University
- Worcester State University

**Schools with an asterisk (\*) may only remit partial tuition. Please email [tuitionremission@providers.org](mailto:tuitionremission@providers.org) with any questions regarding full/partial remittance.**

