Tuition Remission Benefit

Educational Programs on Campus

Full-time, non-temporary, benefits eligible employees; their spouses, and dependents may be eligible for tuition remission benefits for courses taken in Babson’s undergraduate and graduate programs. In order to qualify for these benefits, the following conditions apply:

A. Users of the tuition benefit must be admitted according to the general standards expected of all applicants to the College. Tuition remission is not available for non-admitted students taking courses at the College. Application fees are waived for employees only.

B. Benefits are awarded for tuition charges only. Expenses for fees, room, board, books, supplies, etc., are the responsibility of the student. If accepted, enrollment agreements are required for everyone, and deposits are required for undergraduate and full-time graduate programs only.

C. Users of the tuition benefit are encouraged to apply for all federal, state, local, and private scholarships or grant programs to which they may be entitled. Any funds received that are specifically tied to tuition, e.g., some VA education funding; will require a review, and possible recalculation, of the benefit. Other financial aid received will be credited to the student’s account and applied to room and board, personal, and other living expenses. The combination of benefits and financial aid funds from all sources cannot exceed the Cost of Attendance figure published annually by Babson College.

D. Should an employee cease full-time employment at the College, tuition benefits end immediately, and a prorated tuition charge will be made for the courses then being taken by either the employee or his/her spouse. Dependents taking courses will continue to receive the tuition benefit until the end of the semester then in session. If the employee is disabled or dies during the term of a dependent’s academic program, consideration will be given for extension of the tuition benefit; any such decision is to be made by the President of the College.

E. In the case that a tuition remission eligible employee, spouse, or dependent withdraws from a class after the Add/Drop period, resulting in a W on the official transcript; Student Financial Services will follow the withdrawal policy of the respective program, and the appropriate tuition charge will be added to the student’s account.

F. Part-time employees transitioning to full-time roles at the College will receive one year of full-time equivalency for every two years of part-time employment.

G. Tuition remission for undergraduate studies is not granted to spouses or dependents who have previously earned a bachelor’s degree.

H. Tuition remission for graduate studies toward an MBA is not granted to spouses or dependents who have previously earned an MBA.
Eligibility

Employees

Employees are eligible for tuition remission in our Blended Learning and Evening MBA programs and CAM certificate only, equal to 100% of the tuition rate beginning the next semester or session coincident with, or following, their four month anniversary of full-time employment. A maximum of 18 credits per calendar year is allowed unless otherwise approved by the employee’s President’s Cabinet member in consultation with Human Resources. If an employee’s credit limit extension is denied, the employee will not be able to enroll in additional credits.

Federal law requires that tuition remission granted in each calendar year in excess of $5,250 be reported as taxable income on the employee’s W-2 form. To learn more about how this may impact your take-home pay and how individual courses can be considered tax exempt, please contact Human Resources, hr@babson.edu, or extension 4128. Employees may want to consider adjusting their W4 form. However, specific questions related to an employee’s personal tax situation should be addressed with a tax advisor. The Payroll Department cannot provide tax advice.

Spouses or Dependents

Spouses and dependents may receive tuition remission in our Undergraduate as well as Blended Learning, Evening, One Year, or Two Year MBA; MSM (on a space-available basis) and MSA programs; and the CAM certificate according to the following schedule:

- 50% of the tuition rate may be granted beginning the next semester or session coincident with, or following, the employee’s second anniversary of full-time employment at Babson
- 80% of the tuition rate may be granted beginning the next semester or session coincident with, or following, the employee’s third anniversary of full-time employment
- 100% of the tuition rate may be granted beginning the next semester or session coincident with, or following, the employee’s fourth anniversary of full-time employment

Tuition remission received for the undergraduate program is tax exempt. Federal law requires that the full amount of tuition remission granted in each calendar year for graduate programs be reported as taxable income on the employee’s W-2 form. To learn more about how this may impact your take-home pay, please contact Human Resources, hr@babson.edu, or extension 4128. Employees may want to consider adjusting their W4 form. However, specific questions related to an employee’s personal tax situation should be addressed with a tax advisor. The Payroll Department cannot provide tax advice.