What is the Tuition Reimbursement program?

Tell Me

Tuition Reimbursement (also known as Academic Assistance) is an employee benefit that allows eligible employees to be reimbursed for tuition and fees from available departmental funds for work-related courses completed at a community college, junior college or university outside the UNC system.

The purpose of the academic assistance program is for workforce planning and development. It provides a tool for managers and employees to support academic activities that directly relate to the organization’s identified knowledge, skills, and behaviors (organizational competencies), and which support the mission, vision, and values of the organization. The academic assistance program is not an employee benefit, right or entitlement; it is a management program for workforce development. Denial of participation in the academic assistance program is not grievable, except on grounds of discrimination. Utilization of the academic assistance program shall be identified, described, and documented in the employee’s individual development plan. This provides a measurable link between the employee’s increased competency and the agency’s workforce planning efforts. The academic assistance program provides reimbursement of academic costs if funds are available at the agency level, and/or time off the job if the course is available only during working hours.