

FAQs: Employee Tuition Discount

Am I eligible for the tuition discount for myself or my spouse or qualifying dependent?

Arkansas State University regular, full time employees, retired employees, their spouses and their unmarried dependent children are eligible for the tuition discount benefit. Dependent children must be 23 years of age or less, unmarried, living at home or in a residence hall, and must be an identified dependent for IRS tax purposes on the annual tax form, or some other form of dependency documentation, such as divorce decree.

What is the discount?

Undergraduate studies for credit or for audit on a space-available basis at a 75% discount of tuition. For graduate level studies, waiver of 50% tuition is available.

Are A-State Online programs included in the discount?

As of January 1, 2021, full-time employees (not dependents) are eligible for 50% discount on all A-State Online courses.

Can I receive the discount in addition to a scholarship?

Persons who receive the tuition discount will have any university-sponsored scholarships adjusted accordingly. Persons who choose to accept a full-fee grant-in-aid or assistantship will be charged the regular tuition.

What forms do I complete for the discount?

[Tuition Discount Form - Employee](#)

[Tuition Discount Form - Dependent](#)

What documentation is needed to prove dependent eligibility?

Proof of dependency and proof of age must be attached to the completed Dependent Tuition Discount Form for processing.

Examples of Dependency Proof:

- Photocopy of prior year 1040 tax return (top portion only needed)

- Photocopy of court ordered dependency

- Proof of guardianship

Examples of Proof of Age:

- Photocopy of Dependent's driver's license

- Photocopy of Dependent's birth certificate

- Photocopy of ID Card issued by government agency with name and date of birth

Are full-time employees allowed to take courses during working hours?

Employees, with supervisor approval, may take one 3-hour course during regular working hours.

Are all courses eligible for the discounted tuition rates?

Yes! All on-campus and online programs are available for discount.

Does the dependent tuition discount continue if I should pass away while employed?

Dependent tuition discounts will continue to be available to eligible dependents after the death of a current full-time employee or retiree of the university.

Links to relevant Board Resolutions: [11-49](#), [13-05](#), [15-48](#), [20-37](#), [22-35](#).