



Minnesota State  
Tuition Waiver Benefits for Employees

NOTE: This matrix is intended for informational use only and should not be used as a substitute for consulting the applicable collective bargaining agreement, plan, Guideline #PER0003, or the appropriate Minnesota State system office personnel.

Contract/Plan	Applicable Provisions	Employee Eligibility	Dependent Eligibility	# of semester credits and fees	Credit Year	Where credits can be used
	2019-2021					
American Federation of State, County and Municipal Employees <b>AFSCME</b> BU 202, 203, 204, 206, 207	AFSCME CBA Appendix S, Supplemental Agreement for Minnesota State, Part 1, Section 7 (page 496)	Full-time or Part-time unlimited or seasonal; <b>and</b>  completed three (3) consecutive years of service in the Minnesota State System; <b>and</b>  Enroll in credit courses on a "space available" basis.  Total enrollment shall not exceed twenty (20) semester credits per year.	Spouse  Dependent children up to age 26 per insurance definition <sup>ii</sup>	<i>Employee:</i> Not exceed twenty (20) credits per year; <b>or</b>  <i>Spouse/Dependents:</i> May share in tuition waiver not to exceed sixteen (16) credits per year.  Student pays all applicable fees. Does not apply to doctoral programs.	Fall Semester through Summer Semester(s)	University employees at any Minnesota State university.  Community, consolidated <sup>i</sup> and technical college employees at any Minnesota State college.  Minnesota State system office employees must make a choice once each contract period for waiver use at either Minnesota State colleges or universities.
Minnesota Nurses Association <b>MNA</b> BU 205	MNA CBA, Appendix J (page 107)	Full-time or part-time unlimited or seasonal; <b>and</b>  Completed three (3) consecutive years of service in the Minnesota State System; <b>and</b>  Enroll in credit courses on a "space available" basis.	Spouse  Dependent children up to age 26 per insurance definition <sup>ii</sup>	<i>Employee:</i> Not to exceed twenty (20) credits per year; <b>or</b>  <i>Spouse/Dependents:</i> May share in total credits, not to exceed sixteen (16) credits per year  Student pays all applicable fees. Waiver does not apply to doctoral programs	Fall Semester through Summer Semester(s)	University employees at any Minnesota State university.  Community, consolidated <sup>ii</sup> and technical college employees at any Minnesota State college.  Minnesota State system office employees must make a one-time only choice for waiver use at either Minnesota State colleges or universities.
Minnesota Association of Professional Employees <b>MAPE</b> BU 214	MAPE CBA Appendix G Supplemental Agreement for Minnesota State – N. Section VII (page 181)	Full-time or part-time unlimited or seasonal, classified & unclassified; <b>and</b>  Completed three (3) consecutive years of service in the Minnesota State System; <b>and</b>  Enroll in credit courses on a "space available" basis.  Credits can be shared between employee and spouse/dependents, up to twenty (20) total per credit year.	Spouse  Dependent children up to age 26 per insurance definition <sup>ii</sup>	<i>Employee:</i> Not to exceed twenty (20) credits per year; <b>or</b>  <i>Spouse/Dependents:</i> May share in total credits, not to exceed sixteen (16) credits per year.  Student pays all applicable fees. Waiver does not apply to doctoral programs.	Fall Semester through Summer Semester(s)	University employees at any Minnesota State university.  Community, consolidated <sup>i</sup> and technical college employees at any Minnesota State college.  Minnesota State system office employees must make a choice once each contract period for waiver use at either Minnesota State colleges or universities.
Middle Management Association <b>MMA</b> BU 216	MMA CBA Appendix E Supplemental Agreement for Minnesota State – H. Section 1 (page 116)	Full-time or part-time unlimited or seasonal, classified & unclassified; <b>and</b>  Completed three (3) consecutive years of service in the Minnesota State System; <b>and</b>  Enroll in credit courses on a "space available" basis.  Credits can be shared between employee and spouse/dependents, up to twenty (20) total per credit year.	Spouse  Dependent children up to age 26 per insurance definition <sup>ii</sup>	<i>Employees:</i> Not to exceed twenty (20) credits per year. Tuition and fees waived (except laboratory & special course fees); <b>or</b>  <i>Spouse/Dependents:</i> May share in total credits, not to exceed sixteen (16) credits per year. Tuition only is waived.  Does not apply to doctoral programs.	Fall Semester through Summer Semester(s)	University employees at any Minnesota State university.  Community, consolidated <sup>i</sup> and technical college employees at any Minnesota State college.  Minnesota State system office employees must make a choice once each contract period for waiver use at either Minnesota State colleges or universities.



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<b>Commissioner's Plan</b> BU 217	Commissioner's Plan - Appendix L (page 129)	Full-time or part-time unlimited or seasonal, classified & unclassified; <b>and</b>  Completed three (3) consecutive years of service in the Minnesota State System; <b>and</b>  Enroll in credit courses on a "space available" basis.	Tuition Waiver benefits are available pursuant to the employee's corresponding job classification covered by the applicable collective bargaining agreement. Those job classes that are unique to the Commissioner's Plan follow the MAPE collective bargaining agreement.			
<b>Managerial Plan (Classified Managers)</b> BU 220	Managerial Plan - Appendix K (Page 97)	Full-time or part-time unlimited or seasonal classified managers have the same tuition waiver benefit as is provided to Minnesota State Personnel Plan for Administrators.				
<b>Minnesota State Personnel Plan for Administrators (Unclassified Administrators)</b> BU 220	Minnesota State Personnel Plan for Administrators - Section 1.12, Career Development and Tuition Waiver (page 30)	Administrators employed with a 0.75 FTE or greater appointment.  Does not apply to doctoral programs.	Spouse  Dependent children up to age 26 per insurance definition <sup>ii</sup>	Not to exceed twenty-four (27) credits per year, shared between employee and dependent(s).  <i>Employees:</i> Tuition and fees waived (except laboratory & special course fees).  <i>Spouse/Dependents:</i> Tuition only is waived; student pays all applicable fees.	Fall Semester through Summer Semester(s)	<i>Employees:</i> At any Minnesota State colleges and universities.  <i>Dependents of administrators at a college/university:</i> May use benefits at any institution of the same type as where the employee is employed (college or university).  <i>Dependents of Minnesota State system office employees may use benefits as follows:</i> Administrators employed by the University System on 6/30/95 - at any university; Administrators employed by the CC System or TC Board or at a TC on 6/30/95 - at any college; any Administrator without prior system service may make a one-time choice of any Minnesota State college or university. The Chancellor or Vice Chancellor for Human Resources may elect to use an alternative method for determining the institution type for Minnesota State system office administrators.
Minnesota State University Administrative and Service Faculty <b>MSUAASF</b> BU 211	MSUAASF CBA – Article 15, Section E (page 62)	All MSUAASF bargaining unit members; <b>and</b>  Enroll in credit courses on a "space available" basis.  Following death of a MSUAASF employee, employee's spouse or dependent children may use tuition waiver benefits for the following five (5) years.	Spouse  Dependent children (Biological, Adopted, Stepchild or Legal Ward) up to 25 years of age.	Not to exceed twenty-seven (27) credits per year, shared between employee and dependent(s).  <i>Employees:</i> Tuition and fees waived (except laboratory & special course fees).  <i>Spouse/Dependents:</i> Only tuition is waived, student pays all applicable fees.	Fall Semester through Summer Semester(s)	At any Minnesota State university.  May be used for applied doctoral courses starting Fall Semester 2007



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	2019-2021					
Inter Faculty Organization IFO BU 209	IFO CBA - Article 27, Section G (page 80)	<p>Full-time faculty members and part-time probationary, part-time non-tenure track and part-time tenured faculty.</p> <p><b>**Part-time fixed-term, adjunct and community faculty: The number of credits available to part-time fixed-term, adjunct and community faculty members shall be equal to the number of credits taught within that year.</b></p> <p>Retrenched faculty and their spouse and children continue to be eligible for tuition waiver benefits within one (1) year following separation, limited to twenty-four (24) credits.</p>	<p>Spouse</p> <p>Dependent children (<i>see collective bargaining agreement</i>).</p>	<p>Not to exceed thirty (30) credits per year, shared between employee and spouse/dependent(s).</p> <p><b>**Note limits for PT fixed term, adjunct and community faculty.</b></p> <p><i>Employees:</i> Tuition and fees waived (except laboratory &amp; special course fees).</p> <p><i>Spouse/Dependents:</i> Tuition only is waived, student pays all applicable fees.</p>	Fall Semester through Summer Semester(s)	<p>At any Minnesota State university.</p> <p>May be used for applied doctoral courses starting Fall Semester, 2007.</p> <p><b>**The number of credits available to part-time fixed-term faculty, adjunct and community faculty shall be equal to the number of credits taught by the faculty member within the year. Credits may be used in the same semester they are earned or in a later semester within the same credit year.</b></p>
Minnesota Government Engineering Council MGEC BU 212	MGEC CBA - Article 4, Section 6 (page 4) and MOA dated January, 2008	<p>Full-time or part-time unlimited or seasonal; <b>and</b></p> <p>Completed three (3) consecutive years of service in the Minnesota State System; <b>and</b></p> <p>Enroll in credit courses on a "space available" basis.</p>	<p>Spouse</p> <p>Dependent children up to age 26 per insurance definition<sup>ii</sup></p>	<p>Not to exceed sixteen (16) credits per year, shared between employee and spouse/dependent(s).</p> <p>Tuition only is waived, student pays all applicable fees.</p>	Fall Semester through Summer Semester(s)	<p>Employees of a university may have tuition waived at any Minnesota State university.</p> <p>Community, consolidated<sup>i</sup> and technical college employees at any Minnesota State college.</p>



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	2019-2021					
Minnesota State College Faculty <b>MSCF</b> BU 210	MSCF CBA - Article 24, Section 3 (page 121)	<p>Full-time or part-time unlimited faculty; or temporary part-time faculty in accordance with Article 24, Section 3, Subd. 2)</p> <p>Faculty member can use twenty-four (24) credits at any Minnesota State college and/or university; <b>or</b></p> <p>Spouse or dependents can use up to sixteen (16) credits at any Minnesota State college.</p> <p>Enrollment in credit courses on a "space available" basis.</p> <p><b>**Eligibility for temporary part time faculty is semester based. Teaching twelve (12) credits or more in Fall = 12 credits for employee, or 8 credits for spouse/dependents. Teaching twelve (12) credits in Spring = 12 credits for employee, or 8 credits spouse/dependents. Unused credits from Fall shall carry over to Spring &amp; Summer. Unused credits from Spring shall carry over to Summer. Credits taught at more than one college may be added together to determine eligibility for the waiver benefit.</b></p> <p>Retired faculty can audit courses tuition-free on a space available basis.</p>	Spouse and dependent children (biological, adopted, stepchild or legal ward) up to 26 years of age.	<p>Not to exceed twenty-four (24) credits per year for employees; dependents may not exceed sixteen (16) credits.</p> <p><i>Employees and spouse/dependents:</i> Only Tuition is waived, student pays all applicable fees.</p> <p><b>**See special eligibility and number of credits for temporary part time (TPT) faculty members.</b></p> <p><i>Faculty member only:</i> May be used for applied doctoral courses starting Fall Semester, 2007.</p>	Fall Semester through Summer Semester(s)	<p>Faculty member may use twenty-four (24) credits at any Minnesota State college and/or university. <b>**See special eligibility for TPT faculty.</b></p> <p>Dependents may use a maximum of sixteen (16) of the faculty member's twenty-four (24) credits at any Minnesota State college. <b>**See special eligibility for TPT faculty.</b></p> <p>Current MSCF faculty and faculty members who retired after June 30, 1995 shall be allowed to audit courses without paying tuition, up to the employee's current tuition waiver credit limit.</p>
Commissioner's Plan – Health Treatment Professionals BU 213	<i>No tuition waiver benefits at this time.</i>					

<sup>ii</sup>**Insurance Definition of a Dependent Child:** Eff. 1-1-2011: A dependent child is an eligible employee's child up to age twenty-six (26). A dependent child includes an employee's: (a) biological child, (b) child legally adopted by or placed for adoption with the employee, (c) foster child, and (d) step-child. To be considered a dependent child, a foster child (including a child who is a ward of the employee or spouse, or for whom the employee or spouse is a legal guardian) is a child for whom the employee has submitted a completed Foster Child Certification form. For a step-child to be considered a dependent child, the employee must be legally married to the child's parent. A disabled child is an eligible dependent if he or she, regardless of age or marital status, is incapable of self-sustaining employment by reason of developmental disability, or mental illness or disorder, or physical disability, and is chiefly dependent on the employee for principal support and maintenance. Adult children who have access to their own or their spouse's employer based group health coverage are not eligible dependents.

<sup>i</sup>Co-located colleges by Minnesota State Board Policy 1A.1 are considered consolidated colleges.



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